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MINUTES

TRUSTEES' COMMITTEE

ON

BUILDINGS AND ARRANGEMENTS OF GROUNDS

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- - - - - LIST OF COMMITTEE MEETINGS - - - - -

Trustees Committee on BUILDINGS AND ARRANGEMENT OF GROUNDS

Date	Place	Notices sent	Minutes	Remarks
<u>1911</u> June 8-9	Pres. Office, Amherst	June 1	O. K.	Fraternity conference held June 8
June 27	Hotel Bellevue	June	O. K.	
July 28-29	Pres. Office, Amherst	July 25	O. K.	
Sept. 6	Hotel Bellevue	Sept. 2	O. K.	
Sept. 29-30	Pres. Office, Amherst	Sept. 25	O. K.	
Nov. 1-2	Hotel Bellevue	Oct. 27	O. K.	
<u>1912</u> Jan. 4,	Hotel Bellevue		O. K.	
Feb. 3,	Hotel Bellevue	Jan. 27	O. K.	
March 21	Hotel Bellevue	March 18	O. K.	
April 19-20	Amherst House and M.A.C.	April 15	O. K.	
June 17	Pres. Office, Amherst	June 11	O. K.	
July 19	Hotel Bellvue	July 13	O. K.	
Sept. 7	Pres. Office, Amherst	Sept. 3	O. K.	
Oct. 25	Hotel Bellevue	Oct. 21	O. K.	
Nov. 7	Hotel Bellevue	Nov. 4	O. K.	



MINUTES OF MEETING OF THE COMMITTEE ON NEW BUILDINGS AND ARRANGEMENT OF GROUNDS, Exchange Club, Boston, Thursday, March 7, 1907.

PRESENT: Messrs. Bowker, Bowditch, Dickinson and Butterfield.

Mr. Cooper and Mr. Bailey, Architects of Clark Hall, were also present.

VOTED: That the final contract for heating, not yet executed, should be drawn by Mr. Cooper, examined by the President, and forwarded to the Committee for signature.

VOTED: That any minor changes to be made hereafter shall be arranged for and approved in the same manner.

VOTED: That the following arrangement be made with respect to furnishing Clark Hall:

- a. That the furnishing be divided into three classes:
  1. Permanent furnishing.
  2. Movable furniture.
  3. Apparatus.
- b. That a schedule of the first class be made jointly by Dr. Stone, President Butterfield and the architects, the schedule of the second and third classes by Dr. Stone.
- c. That bids, covering respectively the three classes, be asked for; bids for the first class be asked for by the architects, and for the second and third classes by Dr. Stone and President Butterfield.

VOTED: That sundry matters in connection with further work on Clark Hall shall be left to the discretion of the President.





Meeting of Committee on New Buildings.

and Arrangement of Grounds,

Boston, June 6, 1907.

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1. It was voted that the purchase of the new boiler for the heating plant be left to the Treasurer and the chief engineer, who were to report the final cost to the Committee by letter.

2. Prof. Waugh's plans for a tablet in Wilder Hall were approved.

3. It was voted to accept the suggestion of the Faculty that the Dining Hall be named Draper Hall in honor of Mr. James Draper, and to authorize the President of the College to have placed in the Hall a suitable tablet and enlarged photograph of Mr. Draper.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF  
GROUNDS, AT THE COLLEGE, JULY 16, 1907.

PRESENT: Messrs. Wheeler, Bowker, Dickinson, Gerrett, and Butterfield.

The Committee inspected the new barn, and

VOTED: That the Committee accept from the contractor the barn, stables, dairy building, and silos, it being understood that the contractor is to complete unfinished minor work and repairs to the satisfaction of the architects and the Treasurer.

VOTED: That a detailed statement of construction accounts of the above buildings be prepared by the Treasurer and submitted to the Committee at a later date.

VOTED: That Professor Brooks be instructed to provide special arrangements for the drainage of the water-closet at the barn, keeping the sewage from the ravine.

VOTED: To authorize the painting of the toilet room, the herdsman's room and office, and the passages to the silos by day labor.

VOTED: To authorize Prof. Brooks to obtain wire screens for the stable windows, and for the doors and windows of the dairy room.

The Committee also inspected Clark Hall, and

VOTED: That the grading be left to the architect, in consultation with Prof. Waugh.

VOTED: That the Committee authorize the completion and furnishing of Clark Hall, in accordance with the tentative plan presented by the architect and Dr. Stone, with the understanding that the total expenditure must not exceed the Legislative appropriation of \$24,400. So much of the vote of March 7 as is inconsistent with the above vote was rescinded.

VOTED: That <sup>the</sup><sub>A</sub> Contractor's bond to the amount of \$4,000. be continued in force, the college to assume the premium from July 1, the bond to be negotiated by the Treasurer.



VOTED: That the Treasurer be instructed to make a detailed statement of expenditures for Clark Hall to submit to the Committee prior to the final acceptance of the building.

VOTED: That a single cess-pool be provided for the drainage of Clark Hall.

VOTED: That Mr. Rocheleau be continued as inspector until September 1.



MINUTES OF MEETING OF COMMITTEE ON NEW BUILD-  
INGS AND ARRANGEMENT OF GROUNDS.

Exchange Club, Boston, Mass., Saturday, Sept. 21, 1907.

PRESENT: Messrs. Wheeler, Bowker, Butterfield; also, Dr. Stone, Treasurer Kenney and Architect Cooper.

A balance of \$2831.75 was reported in the expense of cases for Clark Hall. It was

VOTED: To utilize the balance in part as follows:

Additional expense of grading,	\$600.
Additional cost of hardware,	400.
Cement walk east of Clark Hall,	100.
Deficit on initial appropriation for Clark Hall (approximately),	<u>1200.</u>

Total, . . . . \$2300.

VOTED: That the Chairman of the Committee be authorized to make such future adjustments among the various items of the Clark Hall appropriation as may seem to him necessary, provided that the total expenditure for Clark Hall purposes shall not exceed the Legislative appropriation.

Treasurer Kenney presented the statement of the cost of construction of the new barn and dairy. It was placed on file.

VOTED: That Chairman Wheeler be requested to take up with Architect Burnett the matter of deficit in the appropriation for the barn.

VOTED: To recommend to the Finance Committee that they authorize the Treasurer to borrow sufficient money at the bank to cover the deficit in the appropriation for the barn in order that bills due may be paid.





MEETING OF COMMITTEE ON NEW BUILDINGS AND ARRANGEMENT OF GROUNDS,

Exchange Club, Boston, 1.00 P. M., Friday, Nov. 8, 1907.

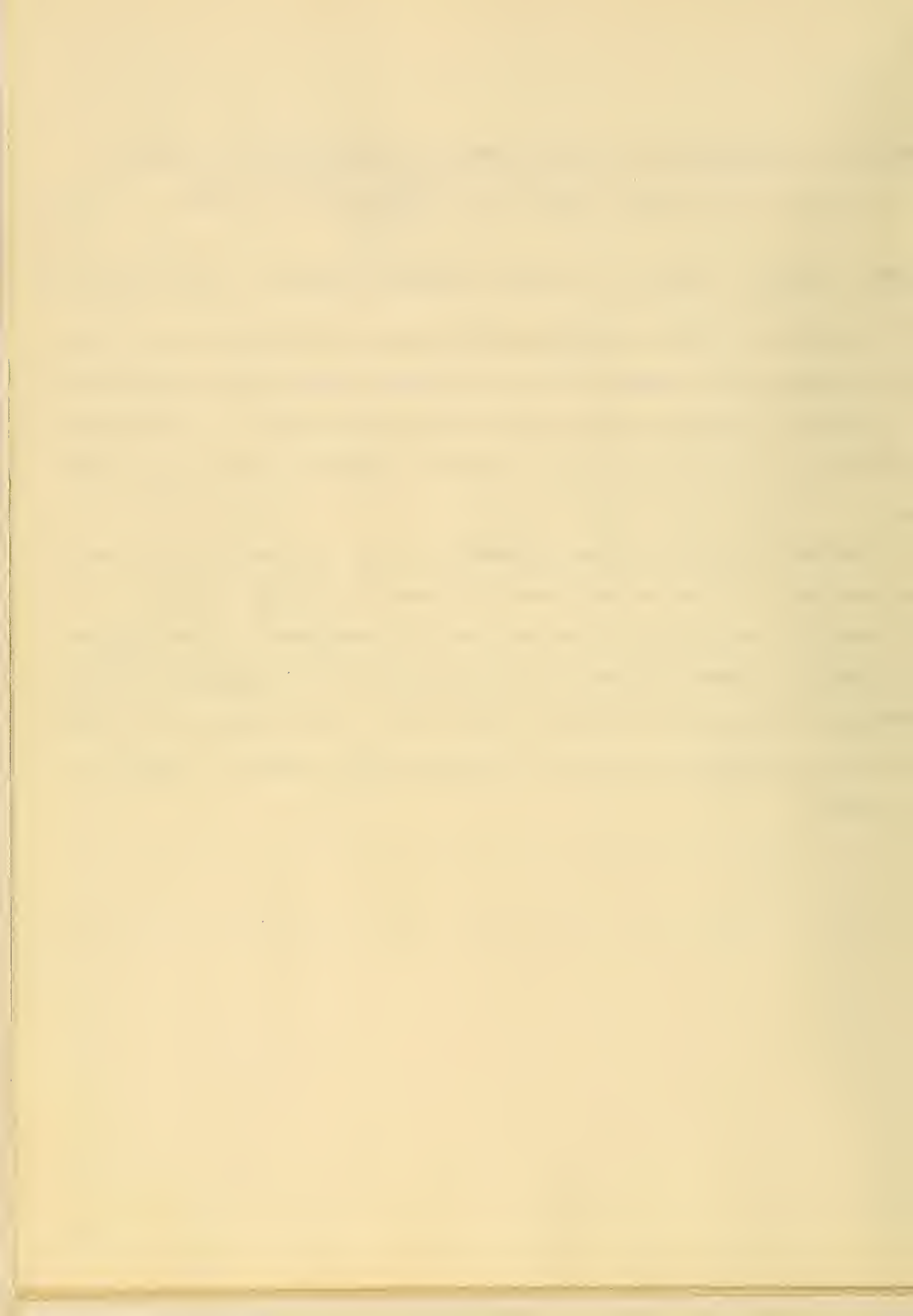
PRESENT: Messrs. Wheeler, Dickinson, Bowditch, Gerrett, and Butterfield.

The purpose of the meeting was for general discussion of the needs of the College, with respect to new buildings, repairs and improvements.

President Butterfield was authorized to expend \$25., if necessary, in securing an option on the land selected by Capt. Martin for a rifle range.

President Butterfield was requested to ask engineer Wallace for a close estimate of cost of additions to electric lighting plant.

President Butterfield reported that the management of the Amherst and Sunderland Street Railway Co. had indicated the possibility of discontinuing the hauling of coal over their line to the College. Mr. Dickinson was requested to confer with Superintendent Loomis in regard to this matter.



MINUTES of COMMITTEE on NEW BUILDINGS and ARRANGEMENT  
of GROUNDS.

UNIVERSITY CLUB, BOSTON, DECEMBER 17, 1907, 8.00 P. M.

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PRESENT: Messrs. Wheeler, Bowker, Dickinson and Butterfield.

President Butterfield presented a resolution of the Finance Committee that it was the sense of that Committee that the Committee on Buildings and Arrangement of Grounds is the proper Committee to consider repairs to buildings and, in general, the care and improvement of college property.

VOTED: That the Committee on Buildings and Arrangement of Grounds approve the suggestion and are willing to undertake the work if the Trustees so order.

VOTED: To recommend to the Trustees that the request from the Committee on Experiment Department that the legislature be asked to provide a sum of \$5,500. for repairs and minor improvements in the Station buildings be adopted, the amount necessary to be fixed by the Committee on Buildings and Arrangement of Grounds after inspection.

VOTED: To recommend to the Trustees that the legislature be asked to appropriate \$1000. for the purchase and fitting up of a target range for the College, and that a separate bill to cover this item be presented to the Legislature with the request that it be first presented to the Committee on Military Affairs.

VOTED: To recommend to the Trustees that that deficit in the construction of the barn amounting to \$3,690.10 be placed in the legislative budget.

VOTED: To recommend to the Trustees that the legislature be asked to appropriate a sum of money approximating \$6,000. or \$7,000. for additional land for college purposes, a portion of which may be set apart for an athletic field, the particular site, and amount of appropriation, to be determined on inspection.

VOTED: To recommend to the Trustees that the legislature be asked to appropriate \$6,000. for necessary addition to the electric light plant.

VOTED: To recommend to the Trustees that the legislature be asked to appropriate a sum sufficient to thoroughly remodel the interior of North College, the amount to be fixed by the Committee after inspection.



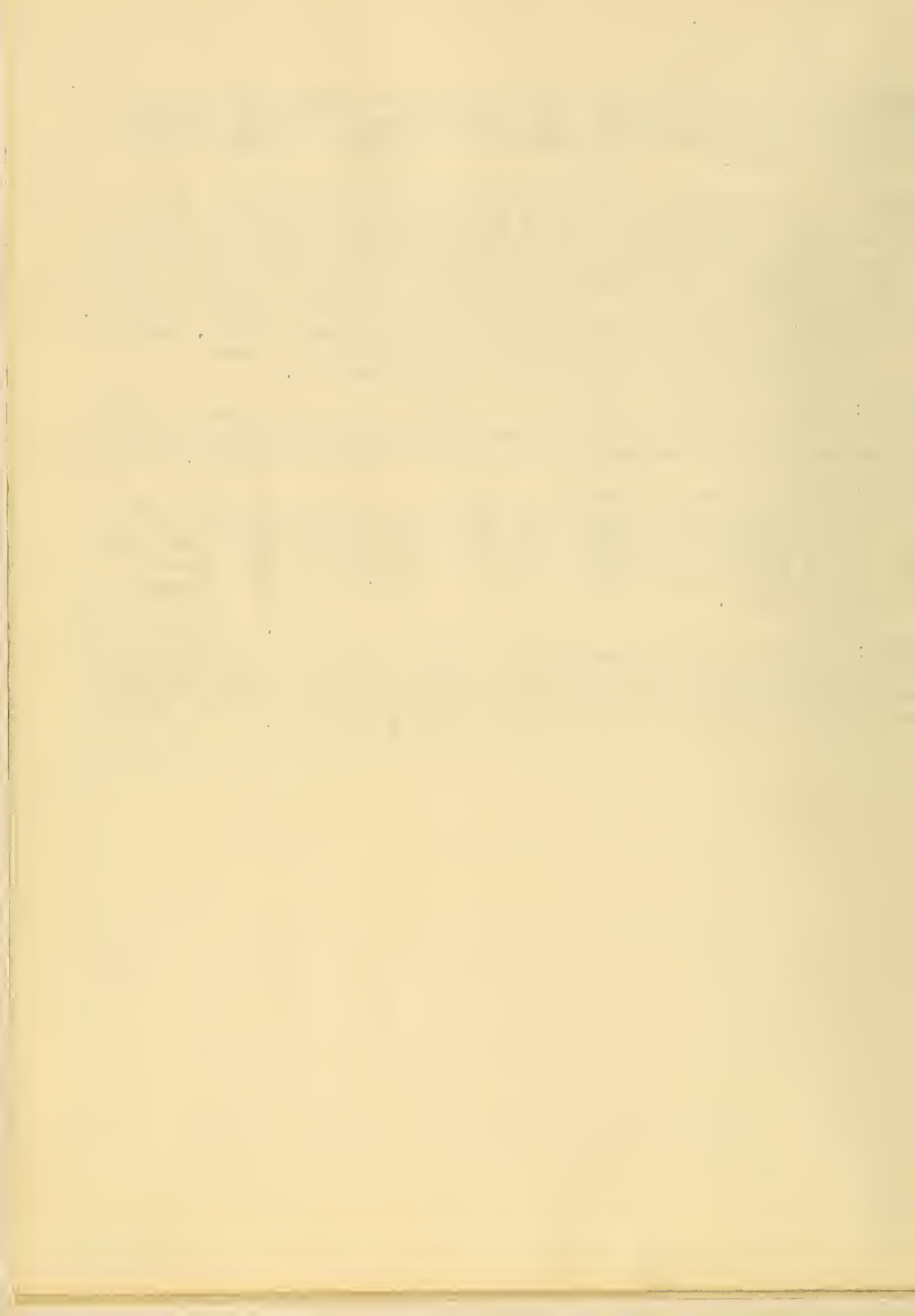
VOTED: To recommend to the Trustees that the legislature be asked to appropriate the sum of \$2500. for the increase of library shelves and other minor repairs in the Library Building, and the installation of a ventilating system.

VOTED: to recommend to the Trustees that the Legislature be requested to appropriate a sum of money sufficient to cover the various repairs and minor improvements, including additional equipment for fire protection, \$1,000., a small steel building for the housing fire apparatus, \$1,000., repairs and improvements in the basement of South College, \$600., repairs at Draper Hall, amount to be determined by the Committee; vegetable packing house in the Division of Horticulture, \$500., and miscellaneous department repairs and minor improvements, the amounts necessary to be determined by the Committee, on inspection.

VOTED: To recommend to the Trustees that the legislature be asked to appropriate \$34,000. for glass houses and attached teaching building and the equipment of the latter for the Division of Horticulture.

VOTED: To recommend to the Trustees that the Trustees grant authority to the Committee to have plans drawn and estimates made for a building for the Department of Entomology and general Zoology; and that if these may be procured in season, and the estimates do not exceed \$60,000. the incoming legislature be asked to appropriate this amount for the purpose named.

VOTED: To recommend to the Trustees that the Legislature be asked to appropriate a sum sufficient to build a fruit storage house for the Division of Horticulture, the kind of building and the amount of money necessary to be determined by the Committee, on inspection.





Hotel Bellevue, Boston, January 8, 1908.

MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENTS  
of GROUNDS.

PRESENT: Messrs. Dickinson, Bowker, Bowditch, Gerrett, Wheeler, and Butterfield.

VOTED: That the sum to be asked of the Legislature for repairs and improvements in the Experiment Station buildings be fixed at \$4000. to cover all items.

VOTED: To be the sense of the Committee that the vault space should be ample (three floors and of larger area than planned, if necessary), and if feasible, vault should be placed at the northeast corner of the building.

VOTED: That his work should not be done by contract, but that the money appropriated by the Legislature should be spent under the direction of the Treasurer, in consultation with the Director of the Station.

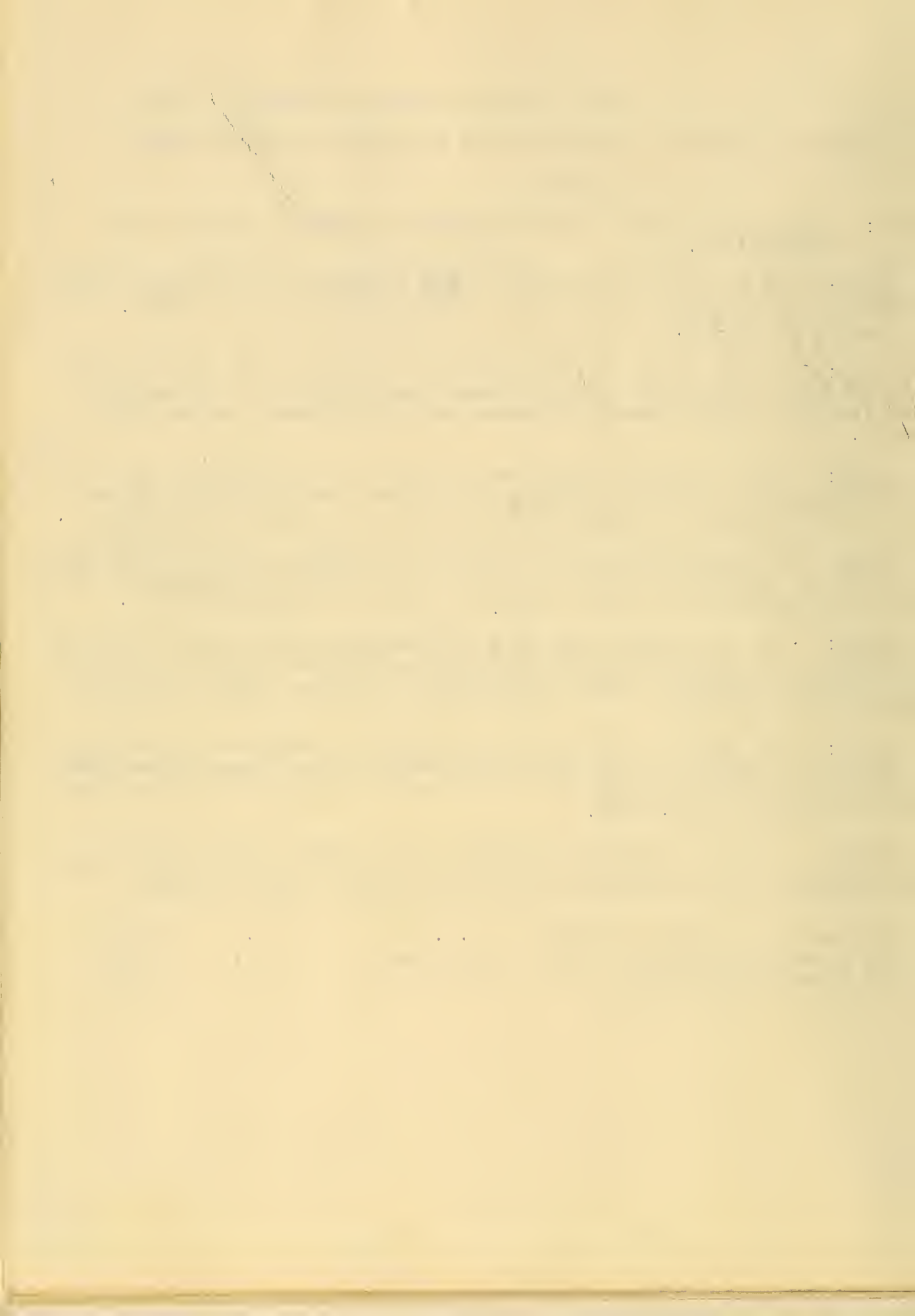
VOTED: To permit Prof. Rane to utilize the area, substantially one acre, east of the present forest nursery on the farm, for nursery purposes, provided he guarantees that the drains will not be interfered with.

VOTED: That the proposition from the Hampshire Agricultural Society for some sort of cooperation with the College be referred to Mr. Gerrett and President Butterfield, with the request that they report to the Committee at a later time.

VOTED: That the Chairman of the Committee be requested to see if the restriction placed on the land lying south of our present Veterinary laboratory which prevents the use of the land for athletic purposes may not in some manner be removed.

VOTED: To fix the following amounts as the sums to be asked from the legislature for the purposes indicated, these items having been voted by the Trustees and the Committee given authority to name the sums:

For repairs in North College, . . . . .	\$6,000.
For general repairs and minor improvements, . . . . .	5,750.
For Department repairs, . . . . .	1,556.
For fruit storage house, . . . . .	2,500.





MINUTES OF MEETING OF COMMITTEE ON NEW BUILDINGS

and Arrangement of Grounds.

Bellevue Hotel, Boston, Wednesday, March 18, 1908.

PRESENT: Messrs. Dickinson, Bowker, Bowditch, Gerrett and Butterfield.

Dr. H. T. Fernald was present, and presented general plans for proposed building for Department of Entomology and Zoölogy. After discussion, it was

VOTED: That the Treasurer be authorized, in conjunction with, and on approval by, the Chairman of this Committee, to secure plans and elevations for a building for housing the present department of Entomology and Zoology. Not to exceed six architects or firms of architects will be requested to present these plans, which are to be ready approximately July 1, and which are to be based on Dr. Fernald's sketches and estimate. Each architect presenting plans is to understand that the college shall incur no expense whatever by reason of these plans, and is under no obligation to accept any plans.

Professor White appeared before the Committee and presented plans for the green-house, and also two sets of plans for attached teaching building, - one set being by Mr. James H. Ritchie, of Boston, and the other by Mr. W. B. Reid, of Holyoke. These plans were temporarily laid on the table for further discussion.

VOTED: That in case the Legislature confirms the action of the Committee on Agriculture, in granting \$25000. for green-house and attached teaching building, the instruction building be erected, together with as much of the glass house as the funds will permit.



MINUTES OF MEETING OF COMMITTEE ON NEW BUILDINGS AND ARRANGEMENT

OF GROUNDS - Amherst, May 18-19, 1908, 8 P. M.

(Amherst House, 18th, 8 P. M.)

PRESENT: Messrs. Dickinson, Bowker, Wheeler, Butterfield.

Mr. W. B. Reid, of Holyoke, and Mr. James H. Ritchie, of Boston, submitted plans for the teaching building to be erected in connection with the new greenhouse, and gave explanation of the same.

The question of the plans to be made for the new Entomological building was raised, and it was

VOTED: That the President, with the assistance of Dr. Fernald and the Treasurer, prepare a supplementary statement to the competing architects, furnishing to them further details with respect to the building desired, and making it clear to them that plans and statements are intended as guides for what the college desires, but that the architects are expected to use their own judgment in the working out of the plan.

Treasurer Kenney made reports in regard to various repairs, and it was

VOTED: To repair the sky-light on the Station Chemistry building, for a sum not to exceed \$100.

VOTED: That the Treasurer be authorized to install a three-story vault in the Station Administration Building, to be built entirely within the present walls.

VOTED: That the question of expenditures in the repairs of North College be made by the Treasurer, with the cooperation of the President, and that they should not exceed the legislative appropriation.

# THE HISTORY OF THE UNITED STATES OF AMERICA

BY J. M. SMITH, ESQ., OF NEW YORK.

IN TWO VOLUMES.

LONDON: PRINTED BY J. JOHNSON, ST. PAUL'S CHURCH-YARD, 1773.

THE FIRST PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE FIRST SETTLEMENT OF THE COLONIES, TO THE DECLARATION OF INDEPENDENCE.

THE SECOND PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE DECLARATION OF INDEPENDENCE, TO THE PRESENT TIME.

THE THIRD PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE FOURTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE FIFTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE SIXTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE SEVENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE EIGHTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE NINTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE TENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE ELEVENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE TWELFTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE THIRTEENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE FOURTEENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE FIFTEENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

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THE SEVENTEENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE EIGHTEENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE NINETEENTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE TWENTIETH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE TWENTY-FIRST PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE TWENTY-SECOND PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE TWENTY-THIRD PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

THE TWENTY-FOURTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE END OF THE WORLD, TO THE PRESENT TIME.

THE TWENTY-FIFTH PART, CONTAINING THE HISTORY OF THE UNITED STATES, FROM THE PRESENT TIME, TO THE END OF THE WORLD.

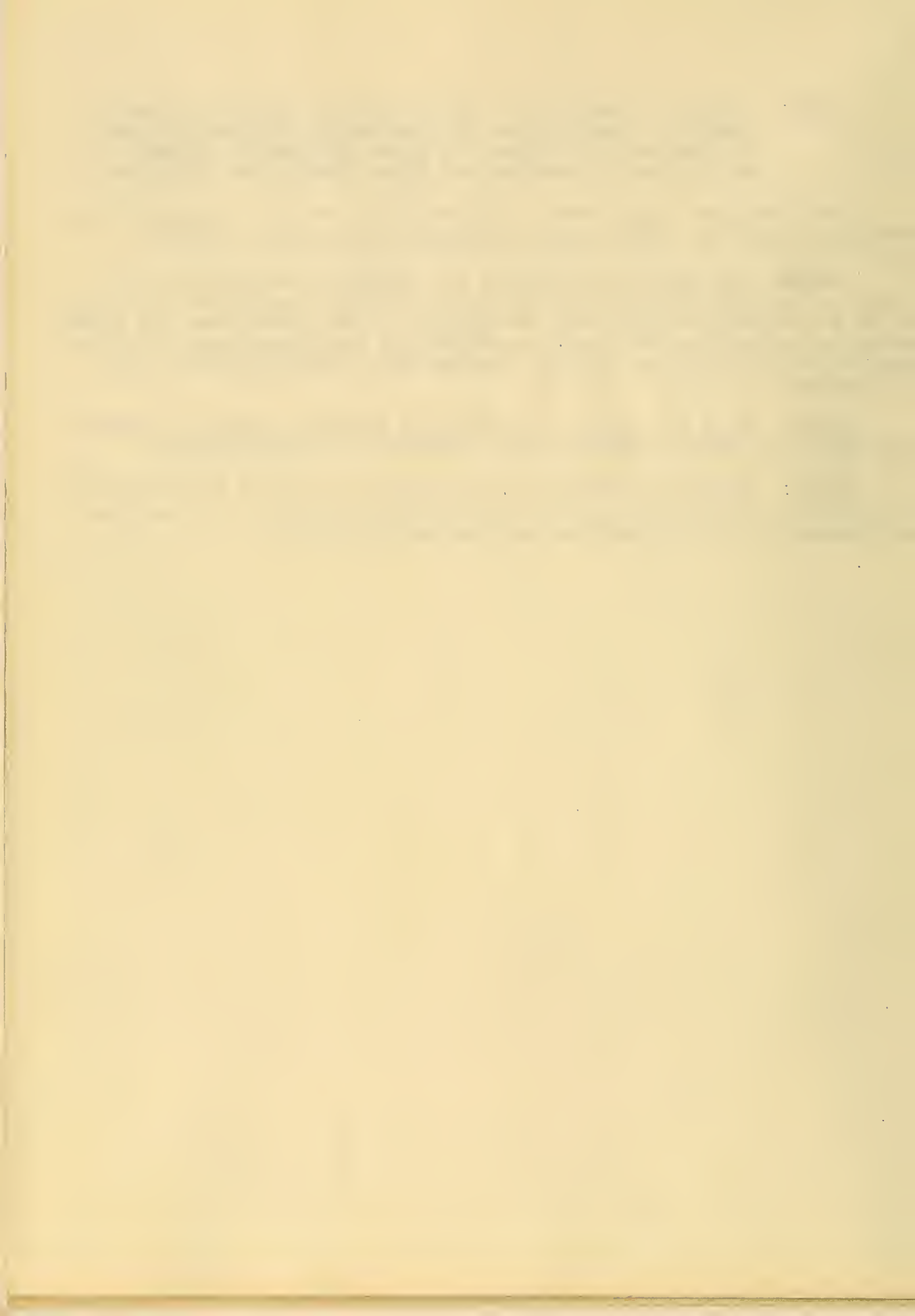
VOTED: That the Treasurer be authorized to employ a Superintendent of Buildings, for assistance in taking charge of repairs and inspection work, payment to be made out of the funds provided for these particular purposes.

The Committee again met in Wilder Hall, at two o'clock in the afternoon, May 19. Same members present, and also Mr. Gerrett.

VOTED: To accept the plan of Mr. James H. Ritchie for the teaching building to be attached to the greenhouse, the south portion of it to be built on the site designated by the Committee, the glass house to connect to the rear, as advised by the Committee, the total cost of the building to be kept substantially within \$15,000. for all purposes.

VOTED: That Mr. Ritchie be asked to complete plans and specifications in time to submit to the Committee at Commencement.

VOTED: That the plans and specifications for the glasshouse be completed by Prof. White, with the assistance of Mr. W. W. Rawson, and presented to the Committee as soon as possible.





MINUTES OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS,

Wilder Hall, Monday, June 15, 1908.

PRESENT: Messrs. Dickinson, Bowker, Gerrett, Wheeler, and Butterfield.

VOTED: That Mr. Ritchie be employed to design a waiting-room, approximately 8 X 16 feet, interior measurements, same to be built by the street railway company.

VOTED: That that part of the floricultural building first to be built be the northern part, and that the present plans be reversed so that the temporary entrance shall be at the south.

Further, that connection with the glass house be made from the rear of the northerly half, and that, if necessary the connecting part be extended to the east sufficiently to avoid shadows from the completed buildings, or from the trees.

VOTED: That Mr. Ritchie be asked to prepare the advertisements for proposed bids for the floricultural building, the matter of advertising to be in the hands of the Treasurer, with the understanding that the Chairman of the Committee and Mr. Wheeler will be given an opportunity to look over specifications and advertisements before they are sent out.

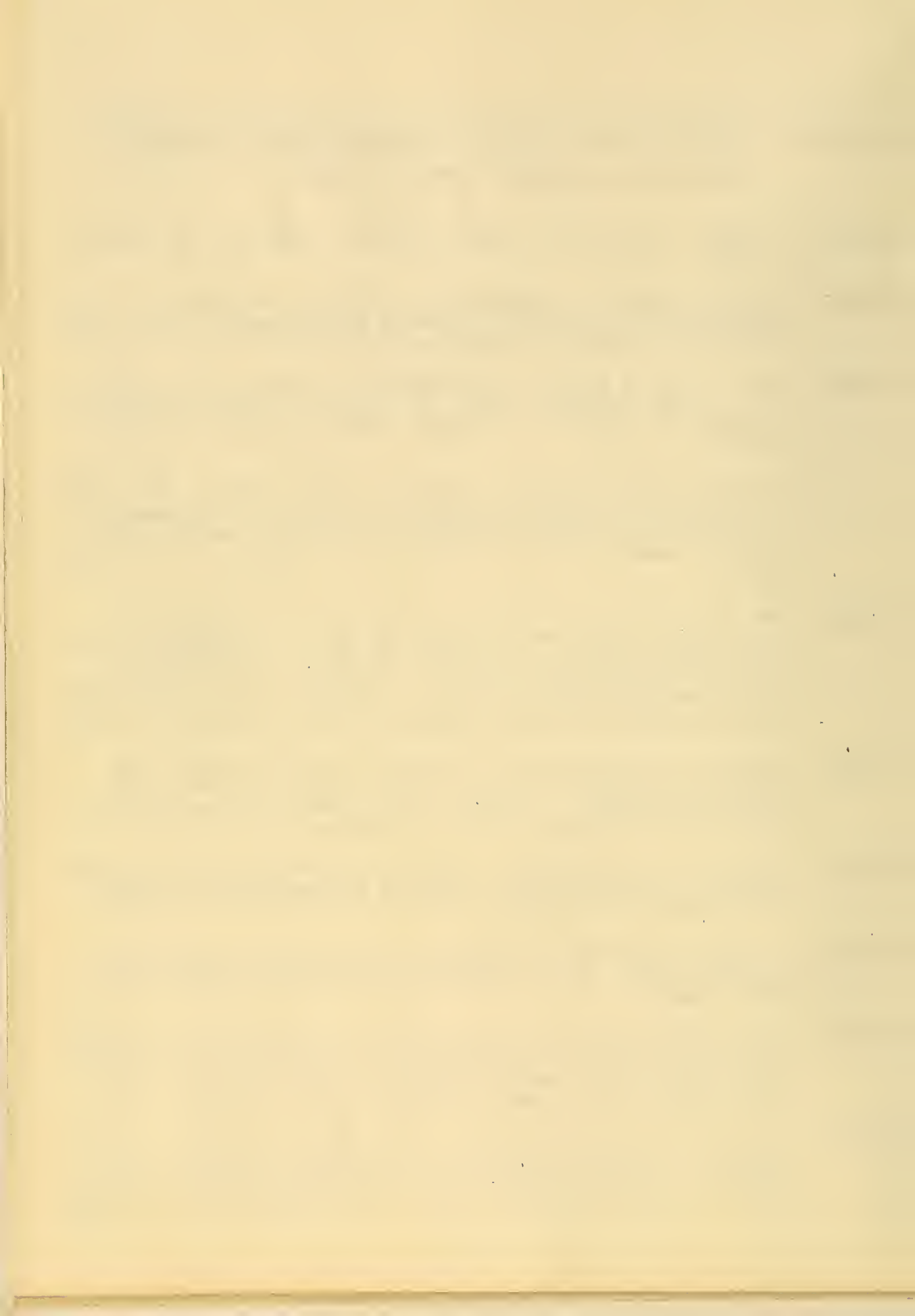
VOTED: That Mr. Ritchie and Prof. Waugh be asked to study the question of precise location of the building, with particular reference to present and future buildings and to report their findings to the Committee.

VOTED: That the time allotted to competing architects for the completion of plans for the proposed Entomological Building be extended to September 1.

VOTED: That the Treasurer be authorized to expend an amount not to exceed \$200. for a furnace in the house occupied by Prof. Waugh.

VOTED: That the Treasurer be authorized to advertise for bids for the construction of the glass house, the specifications to be approved by Mr. Rawson and Prof. White, and reviewed also by Chairman of the Committee and Mr. Wheeler.

VOTED: To authorize the Treasurer to make certain repairs in the Station Chemistry building, in accordance with his recommendation, and that the question of standing water in the cellar of the building be left to the Treasurer with power,





R. & A. of G., June 15, 1908.

provided that these various repairs shall not cause a deficit in the apportionment made to the station building.

VOTED: That the Treasurer be authorized to charge individuals for electric light bulbs.

VOTED: That the Treasurer be asked to report to the Committee on the question of cost of electric lights to individual users, the matter of meters, etc.

VOTED: That Mr. Wallace's estimates for the new plans of extending the Heating and Lighting plant be submitted to an expert.



MEETING OF COMMITTEE ON NEW BUILDINGS AND ARRANGEMENT OF GROUNDS.

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Boston, September 1, 1908.

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Present Messrs. Dickinson, Bowker, Gerrett, Wheeler and President Butterfield.

The following named architects, in response to a notice previously sent them, submitted plans for the proposed new Entomological building, each making a brief explanation of his plans.

Clarence B. Hoyt,

W. H. Kilham,

C. M. Baker,

James H. Ritchie,

Cooper & Bailey,

Frasier & Chapman,

Further consideration of plans was deferred to a subsequent meeting.

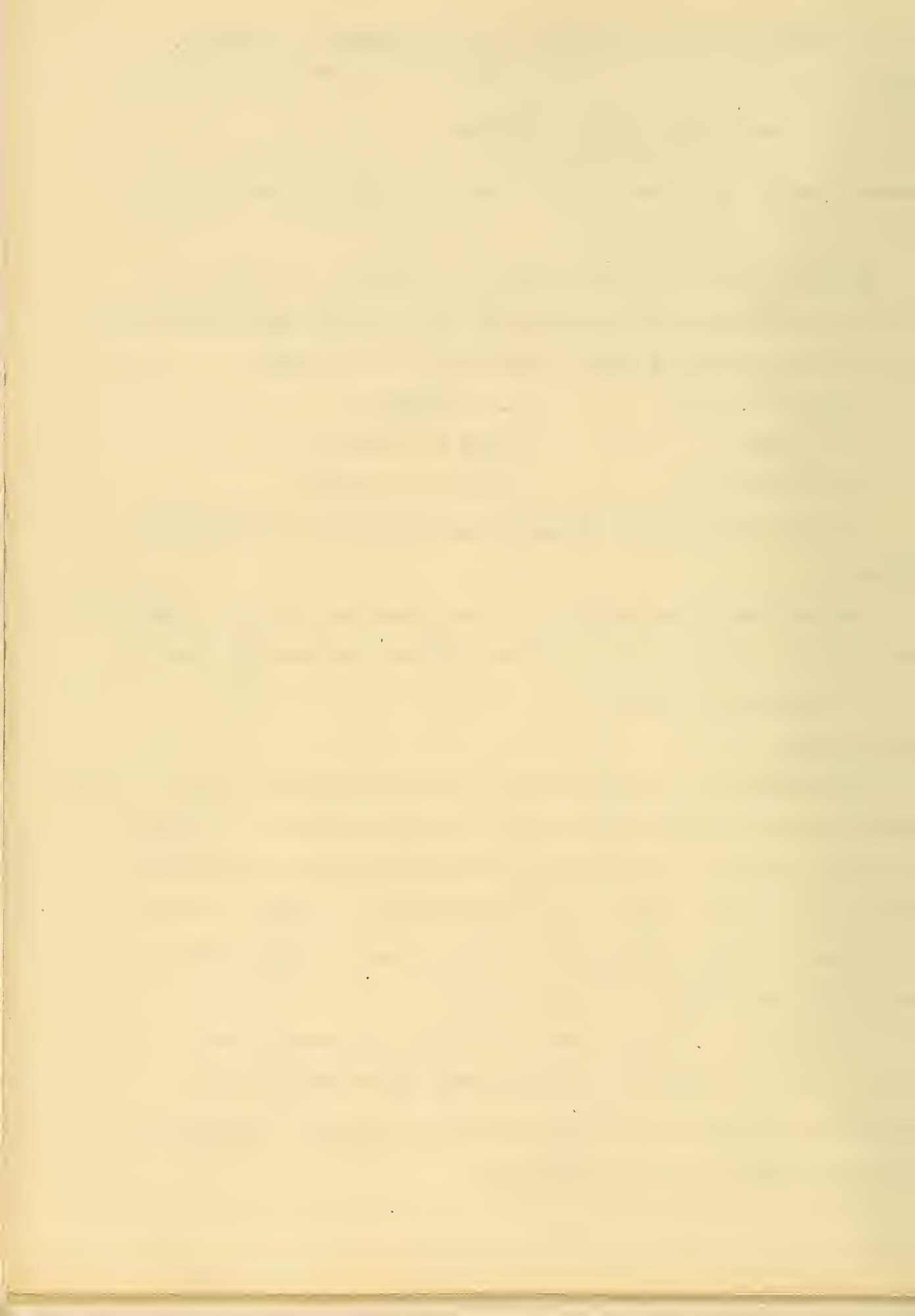
The actions of the minority of the Committee present at meetings held July 13th, 21st, and 23rd were approved and made the records of the Committee as follows:

July 13, 1908.

The Committee on Buildings and Grounds was called to meet at the President's office this day at four o'clock, to meet Mr. Ritchie, architect of the new instruction building connected with the new green houses, and to open bids of contractors on either structure.

Present: Messrs. Dickinson, Chairman, and Gerrett, Treasurer Kenney, Professor White and Mr. Ritchie.

A quorum of the Committee not being in attendance, no formal action could be taken, but the bids were opened and several hours spent in conference upon matters which will require formal action at a future meeting of the Committee.



The Treasurer was advised to contract with Harman & Son, of Holyoke, for one fire escape on Chemical building, at an expense not exceeding \$250.00., the other that is needed there to be provided for in next year's budget.

The Treasurer was also advised to paint the farmer's house, and make needed repairs in kitchen, if found possible by state of the funds available.

The Treasurer was also advised to pay \$75.00 premium on Allen Bros. bond (Clark Hall), per previous vote of Committee, of July 16, 1907.

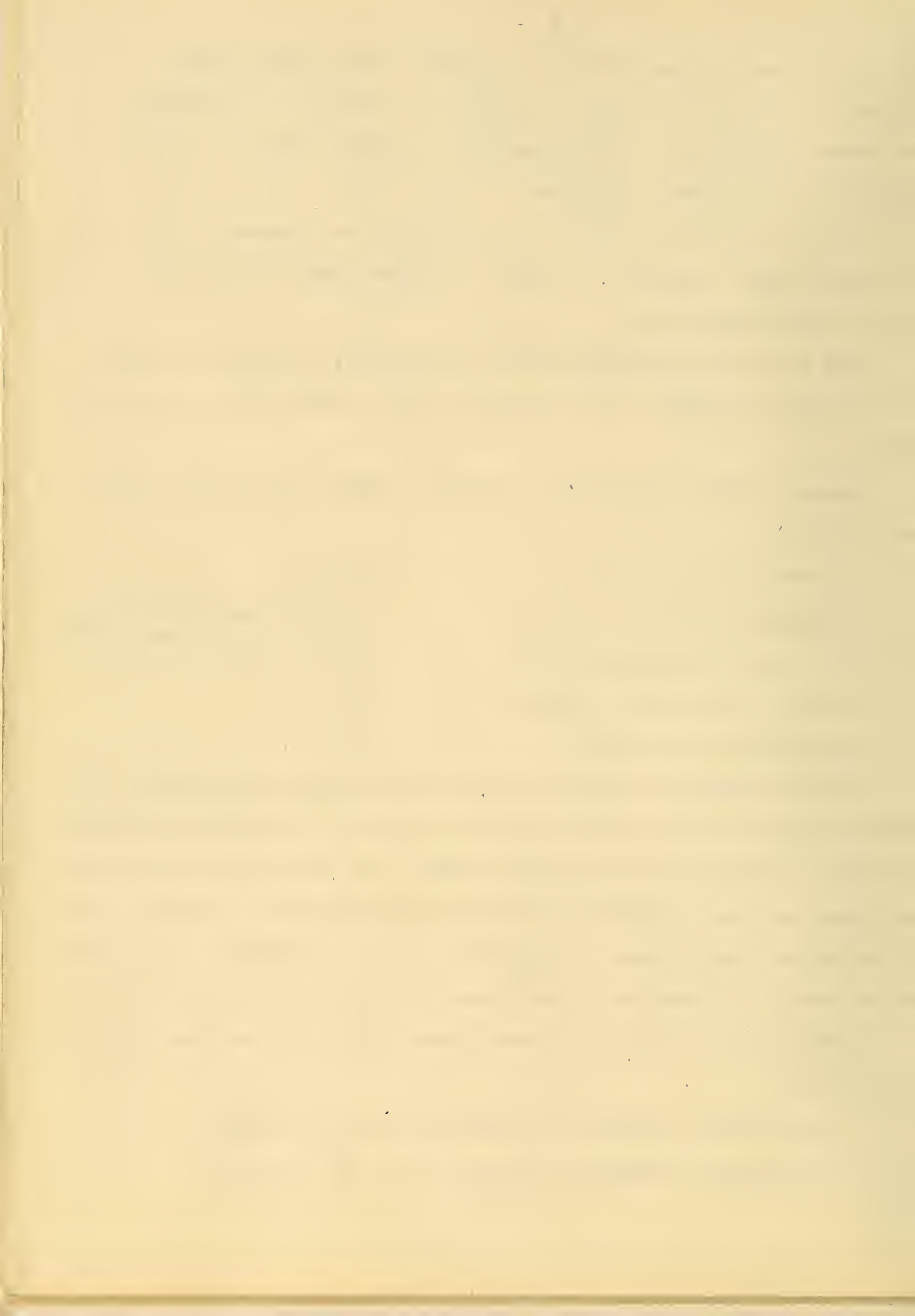
Opened bids on instruction building. (Each bid enclosed check for \$500.00)

1. Mack & Moore, Boston.	\$23,400.
2. Bigelow & Harriman, Boston.	20,975.(less \$594; less \$1100; see letter)
3. Horton & Hemenway, Boston.	18,824.
4. Geo. E. Bosworth, Amherst,	17,798.
5. Allen Bros., Amherst.	17,716.

Advised Treasurer to reject bids of first two above-named, and return the checks; and to hold 4 and 5, to see if costs can be reduced so as to bring contract within our means. Mr. Allen was called in and spent several hours with architect and members of Committee, considering what reductions were possible, and the Treasurer was instructed to submit the changes to the <sup>two</sup>lowest bidders for revised estimates.

Opened bids on range of greenhouses. (Each bid enclosed check for \$500.00)

1. Hitchings & Company, Elizabeth, N. J., \$22,650.
2. Weathered & Company, Jersey City, N. J., 22,500.



3. John A. Payne, Jersey City, N. J., \$18,776.
4. William A. Lutton, Jersey City, N. J., 17,850. (Says iron and half iron are same price)
5. Lord & Burnham, New York, N. Y., 17,340.

Advised Treasurer to reject first two and return checks. Professor White conferred with Lord & Burnham's agent and other representatives of bidders, as to reducing cost to bring contractors down to our possible figure. Mr. Rawson, of the Board of Trustees was consulted by telephone, and expressed a desire to see the bids, and so Professor White was advised to go to Boston the next day for consultation. It was understood at adjournment of this informal meeting that the three lowest bidders would be asked to submit revised estimates by Professor White.

Adjourned.

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July 21, 1908. President's Office, Amherst, Mass.

Present: Messrs. Dickinson, Chairman, Treasurer Kenney, and  
Professor White.

The following modified bids for the instruction building for the Department of Floriculture were submitted:

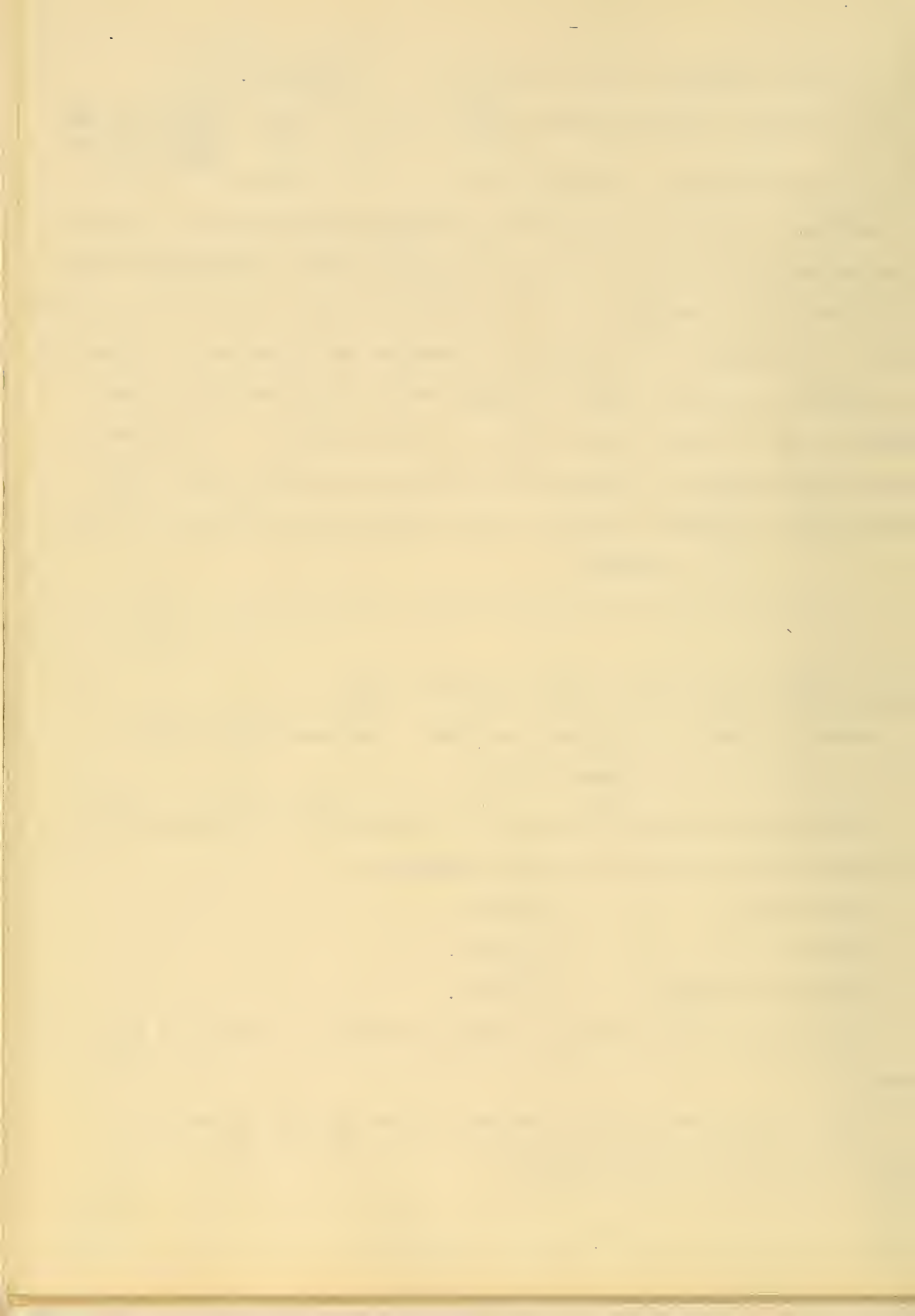
Allen Bros. - - - - - \$15,880.

Bosworth - - - - - 15,840.

Horton & Hemenway - - - - 17,235.

The Treasurer was advised to return the check of Horton & Hemenway.

The Treasurer was further advised to ask changes in certain items from the two lowest bidders.





The following modified bids for the greenhouse§ for the Department of Floriculture were submitted:

Lord & Burnham - - - - - \$13,895.  
 John A. Payne - - - - - 15,742.  
 William H. Lutton - - - - - 14,450.

The Treasurer was advised to return checks to Payne and Lutton and to notify Lord & Burnham agents that they appeared to be the lowest bidders, and would presumably be awarded the contract by the Committee.

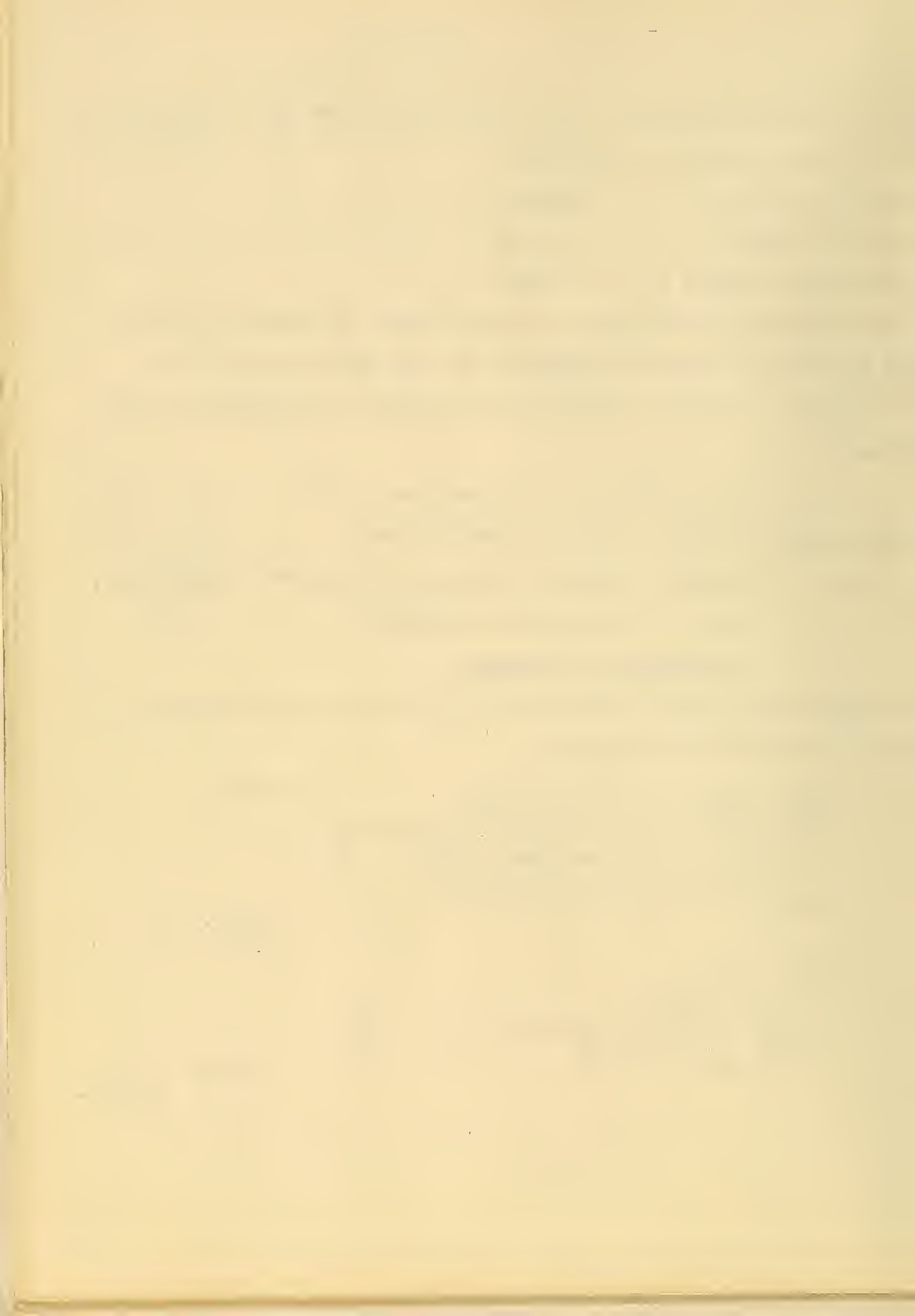
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July 23, 1908. President's Office, Amherst, Mass.

Present: Dickinson, Chairman, Treasurer Kenney, Professor White, and Mr. Ritchie, the architect.

Instruction Building.

In response to Committee's request, Allen Bros. and Bosworth presented the following changes:

Allen Bros. Bid - - - - -	0	\$15,830.	
Less substitute of sand struck			
brick in lieu of water struck -	\$400.		
Less well for surface drain de-			
livering water to ground only -	150.		
Less revised estimate on steel			
work - - - - -	200.	750.	
		15,130.	
Additions:			
Concrete floors - - - - -	\$260.		
Copper gutter - - - - -	35.		
Outside basement entrance - - -	75.		
Sink in work room - - - - -	25.		
Insurance - - - - -	50.	445.	
			15,575.



Bosworth Bid - - - - -	\$15,840.
Less change in brick as above \$460.	
Less Well as above - - - - -	<u>100.</u> 560.
	15,280.

Additions:

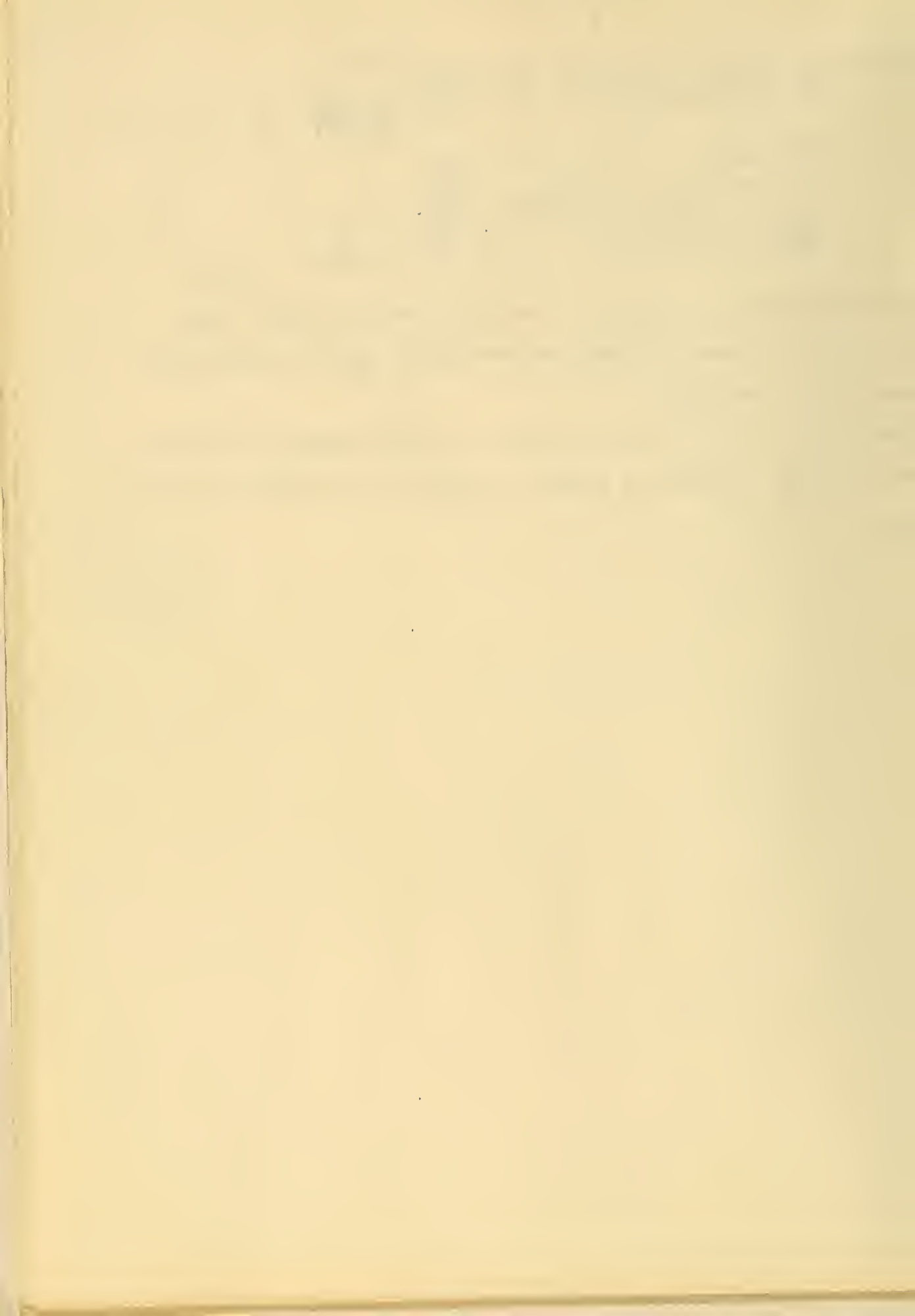
Insurance - - - - -	\$50.
Concrete floors - - - - -	170.
Outside basement entrance -	50.
Copper gutter - - - - -	35.
Sink in workroom - - - - -	<u>25.</u> 330.

15,610.

The Treasurer was advised to notify Allen Bros. that they appear to be the lowest bidders and presumably will be awarded the contract by the Committee.

The Treasurer was further advised to return Bosworth's check.

Mr. Ritchie presented a form of contract to be signed by the parties.



MINUTES OF COMMITTEE ON NEW BUILDINGS AND ARRANGEMENT OF GROUNDS.

University Club, Boston, October 8, 1908, at 5 p. m.

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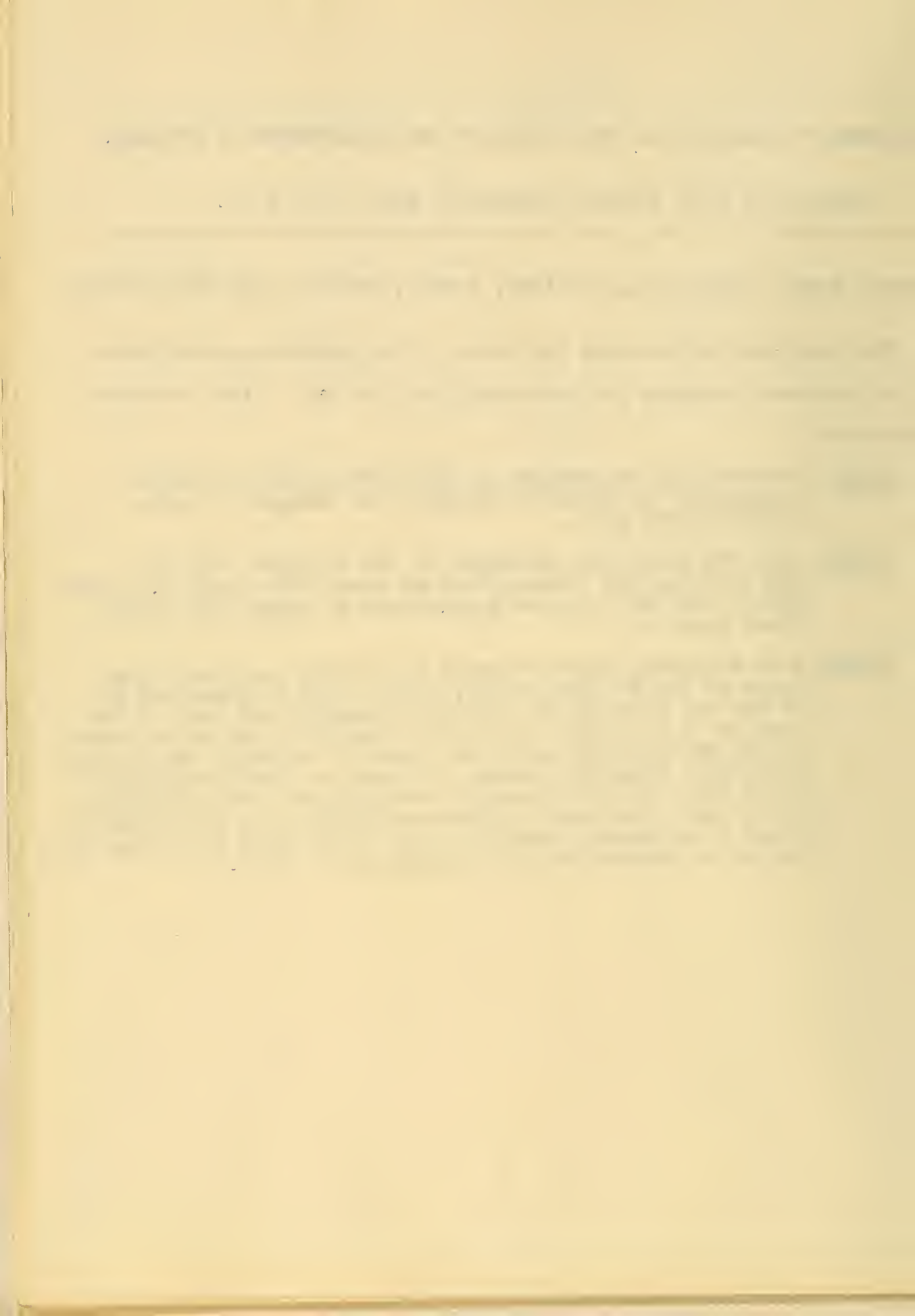
Present: Messrs. Dickinson, Bowditch, Bowker, Gerrett, and Butterfield.

The Committee scrutinized the plans of six competing architects for the proposed building for Entomology and Zoology. Final decision was reserved.

VOTED: to authorize the changes in the Floricultural building recommended by Treasurer Kenney, the changes to cost approximately \$100.

VOTED: that the Committee recommend to the Trustees that the new building for Floriculture be named "The Henry F. French Hall", and that the new greenhouses be named "The Durfee Plant Houses."

VOTED: that Professor White be asked to examine the Stockbridge house on the College campus, with a view to repairing it at his own expense for his own occupancy, the cost of the repairs to be authorized be the Committee, and to be based on the recommendations of Mr. James H. Ritchie; the College proposing, when the repairs are made, to give Professor White its note for an amount covering the cost of repairs, and to rent the house to Professor White at a rental hereafter to be agreed upon, the note to be taken up through the refund of successive monthly payments of rent.



MEETING OF THE COMMITTEE ON NEW BUILDINGS AND ARRANGEMENT OF GROUNDS.

Bellevue Hotel, Boston, October 23, 1908, at 4-30 p. m.

Present: Messrs. Dickinson, Bowker, Gerrett, Wheeler, and Butterfield;  
also Dr. H. T. Fernald, by invitation.

The Committee listened to a very complete report from Dr. Fernald stating the recommendations of himself, Professor C. H. Fernald, and Professor C. E. Gordon, with respect to the plans of the six competing architects for the proposed new building for Entomology and Zoology. After a thorough discussion, it was

VOTED: That the plans submitted by Mr. Clarence B. Hoyt be accepted.

VOTED: To recommend to the Trustees that it be the general policy of the Trustees to ask the Legislature for fireproof buildings only, where those buildings are designed for museums, laboratories, or for teaching or administrative purposes; and that this recommendation should apply with respect to the proposed new building for Entomology and Zoology.

VOTED: To ask Mr. Hoyt to prepare reserve plans covering slow-burning construction, so-called, with fireproof rooms for the museum and the entomological collection.

VOTED: To ask Mr. Hoyt to confer with Dr. Fernald, with respect to details of the interior arrangements, and to make complete specifications as soon as practicable.

VOTED: To instruct President Butterfield to send to each of the other competing architects the sum of \$50. in recognition of the satisfactory plans that each presented. The names of these architects are as follows:

Cooper & Bailey,	C. M. Baker,
W. H. Kilham,	James H. Ritchie,
Clarence H. Frasier,	of Frasier & Chapman.



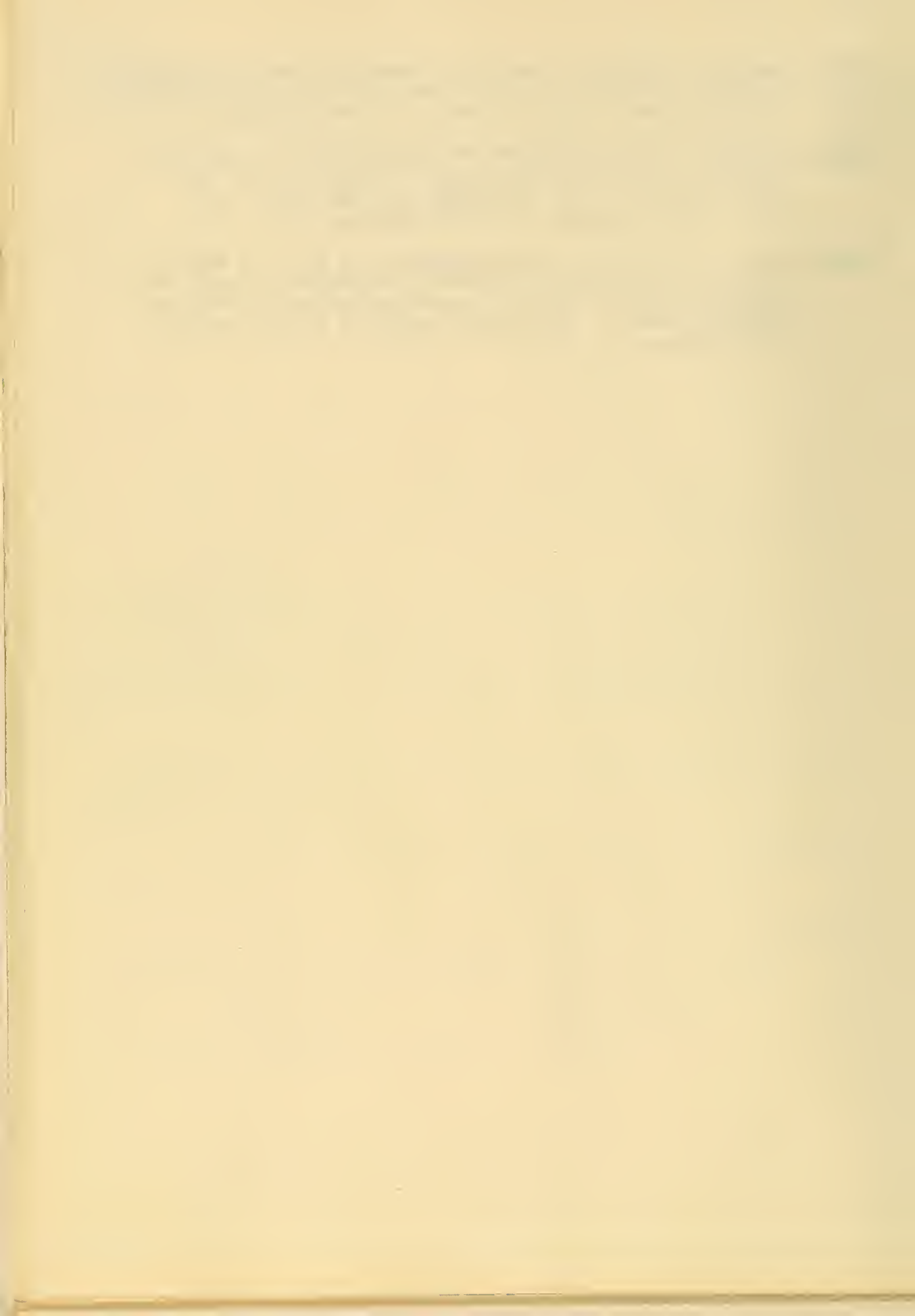




VOTED: That Dr. Fernald be asked to submit to the Committee a careful estimate of the items and cost for the complete equipment and furnishing of the building.

VOTED: That Mr. William Wheeler be requested to consider in connection with the Treasurer of the College, the whole question of an enlarged heating plant, and report his findings to the Committee.

VOTED: That, if it can be done legally, the gift of \$6000. from the Louisa Baker estate be invested in land now belonging to the estate, amounting approximately to eighteen acres. The matter was left in the hands of the chairman.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS.

EXCHANGE CLUB, BOSTON, JANUARY 7, 1909, 1.00 P. M.

PRESENT: Messrs. Dickinson, Bowker, Wheeler, Gerrett, and Eutterfield.  
The following gentlemen were present at luncheon: Professors Brooks and Waugh of the Commission, Treasurer Kenney, Mr. Warren H. Manning, and Mr. Clarence P. Hoyt.

✓ VOTED: To instruct the architect of the proposed Entomological Building to complete his plans in such a way as to adapt the building to a location near the present Insectary, the final decision regarding the location to be made at a later time.

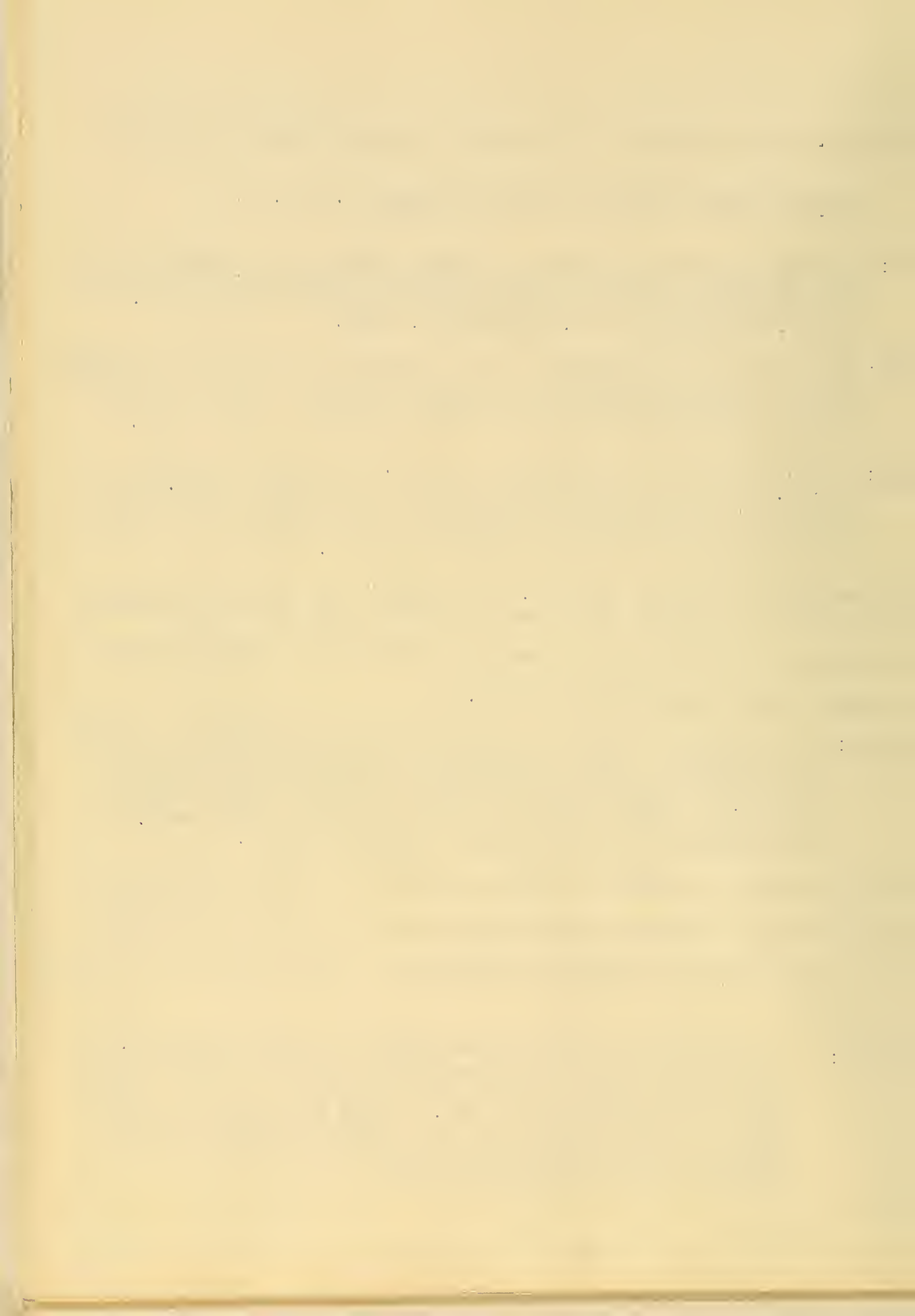
✓ VOTED: To authorize the Treasurer to pay Mr. Hoyt not to exceed \$1500.00 for his own services, and not to exceed \$200.00 for engineer's assistance, on account of architect's services for the proposed Entomological building; such payment to be made on the approval of the Building Committee.

The Treasurer reported that Mr. Woodbridge's estimate for the cost of a new seven-inch heating main from the power house to the east side of a new seven-inch heating main from the power house to the east side of the campus would approximate \$12,800.00

✓ VOTED: That the Chairman of the Committee be authorized to prepare and present to the Legislature an "Enabling Act" by which the Trustees of the College may be permitted to use the \$8000.00 legacy from the Louisa M. Baker estate for the purchase of the tract of land belonging to said estate, and adjacent to the present College property.

The Committee considered a recommendation by President Butterfield concerning certain repairs and improvements for which appropriations should be asked from the incoming Legislature; after discussion of these items, it was

VOTED: To recommend to the Trustees that the sum of \$40,000.00 be asked of the Legislature for repairs and improvements; these improvements to include an extension of the heating plant, as recommended by Mr. Woodbridge. It was agreed that the apportionment of such funds as might be appropriated by the Legislature for this purpose should be adjusted by the Building Committee.



The President reported that options had been secured on several parcels of land south of the College property, in accordance with the instructions of the Trustees. It was

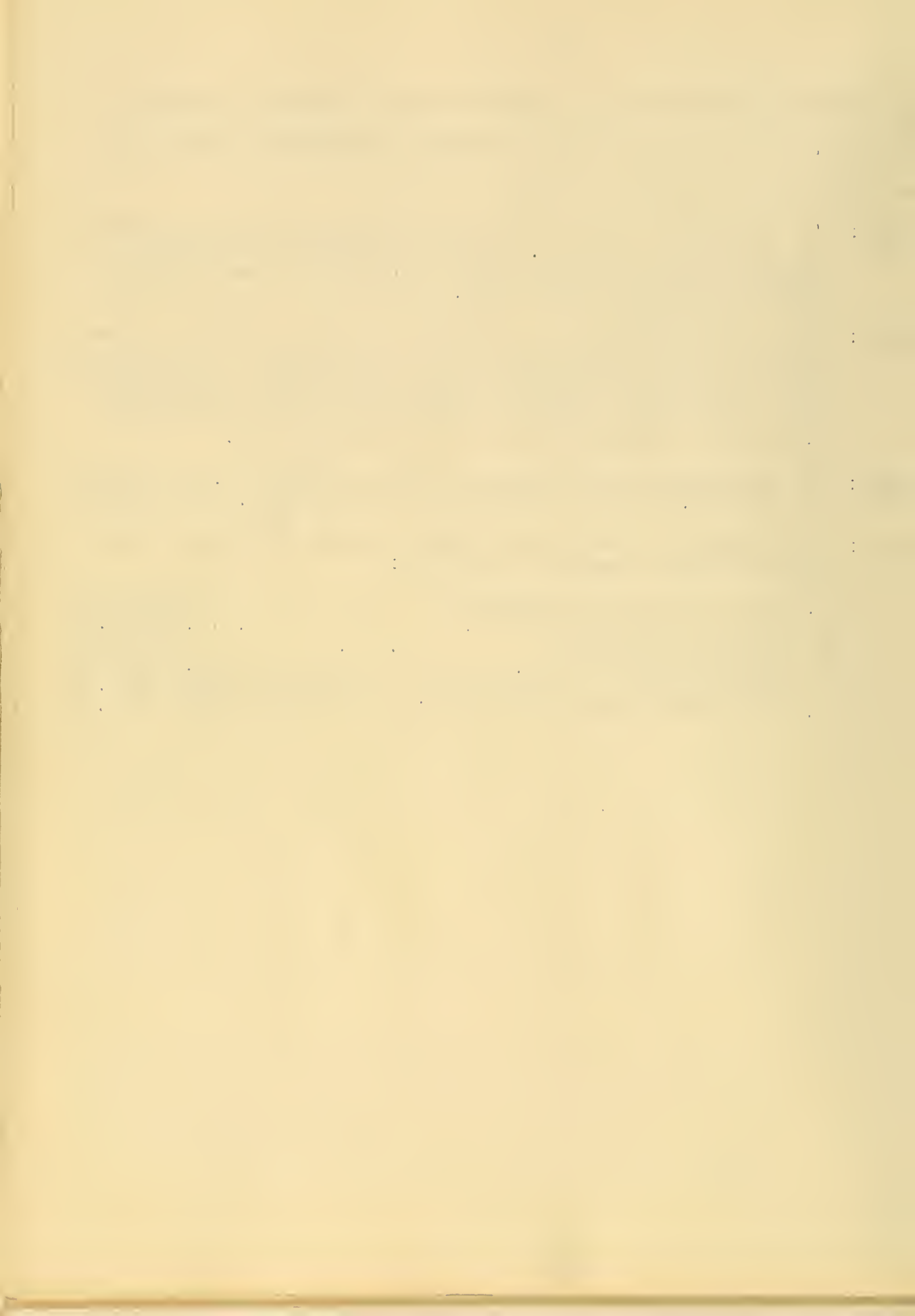
VOTED: To recommend to the Trustees that the Legislature be asked to appropriate \$15,000.00 for the purpose of purchasing such an area of land as may be suited for a new athletic field and other college uses.

VOTED: That the Committee ask a conference of the officers of the Alumni Athletic Association and, if necessary, representatives of the various fraternities interested, to discuss the project of an athletic field to be owned by the College, the Alumni Athletic Association to bear the responsibility of suitably fitting the field for use.

VOTED: To recommend to the Trustees the sum of \$80,000.00, instead of \$75,000.00 for the building for Entomology.

VOTED: To recommend to the Trustees that various items be put into the legislative budget, as follows:

1. Building for fruit storage, . . . . . \$3000.00
2. Stock judging pavilion, . . . . . 8000.00
3. Poultry Department, . . . . . 3000.00
4. Farm House, . . . . . 2500.00
5. Dwelling House for Head of Div. of Horticulture, 6000.00
6. Plans for grounds and extension of heating plant, 1000.00



MINUTES OF THE MEETING OF THE COMMITTEE ON BUILDINGS AND  
ARRANGEMENT OF GROUNDS.

HOTEL BELLEVUE, BOSTON, JANUARY 20, 1909.

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PRESENT: Messrs. Dickinson, Bowker, Gerrett, and President  
Butterfield.

The meeting was in the nature of a conference with the Executive Committee of the M. A. C. Alumni Athletic Association, and other representatives of the alumni: of these there were present Professors Brooks, Wellington, Stone, and Gordon, Mr. Preston of the Board of Trustees, Dr. Joel E. Goldthwaite, and Mr. W. A. Morse. Dr. Reynolds, Professor of Physical Education and Hygiene, was also present.

The general situation with respect to the acquiring of land by the College for the purposes of an athletic field was thoroughly discussed. Dr. Reynolds described in detail his plan for the installation of an athletic field adequate for 1000 men.

The Conference passed no votes, except that it was the sense of the Conference that the College should purchase land lying to the south of the present College grounds, and that the alumni should, by all legitimate means, assist in presenting to the Legislature this need of the College.

Without vote, the following general conclusions were subscribed to as representing the sentiment of the Conference:







B. & A. of G. - Jan. 20, 1909.

1. That the athletic field should be located on land lying to the south of the present College property, and on or near Lincoln Avenue.
2. That, if the College assigns land permanently for the purposes of an athletic field, the alumni should endeavor to provide for the fitting of the field for athletic purposes.
3. That, under some general proposition to be made in the future by the College, the various fraternity corporations now owning land in the vicinity of the College estate should endeavor to comply with the wishes of the College with respect to location of future fraternity houses, and the exchange of property with the College on the basis of a fair appraisal of values.

The Conference adjourned.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT  
OF GROUNDS.

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Wilder Hall, Anherst, March 12, 1909, at 9.30 A. M.

Present: Messrs. Dickinson and Bowker, President Butterfield,  
and Treasurer Kenney.

VOTED: To accept from the builders the new Durfee range  
of green houses.

VOTED: To accept from the builders the Henry F. French  
Hall, when the Treasurer is satisfied that the  
remaining terms of the contract have been duly  
fulfilled.

The question of location for the proposed entomological  
building was discussed, and it was

VOTED: To request Mr. Wheeler to make an examination of  
the proposed site and report his judgment to the  
committee.

The plans for the new barns were discussed with the farm  
committee and it was

VOTED: That the new storage barn be built of cement, pro-  
vided that the cost shall be such as not to cause  
an overdraft of the appropriation.

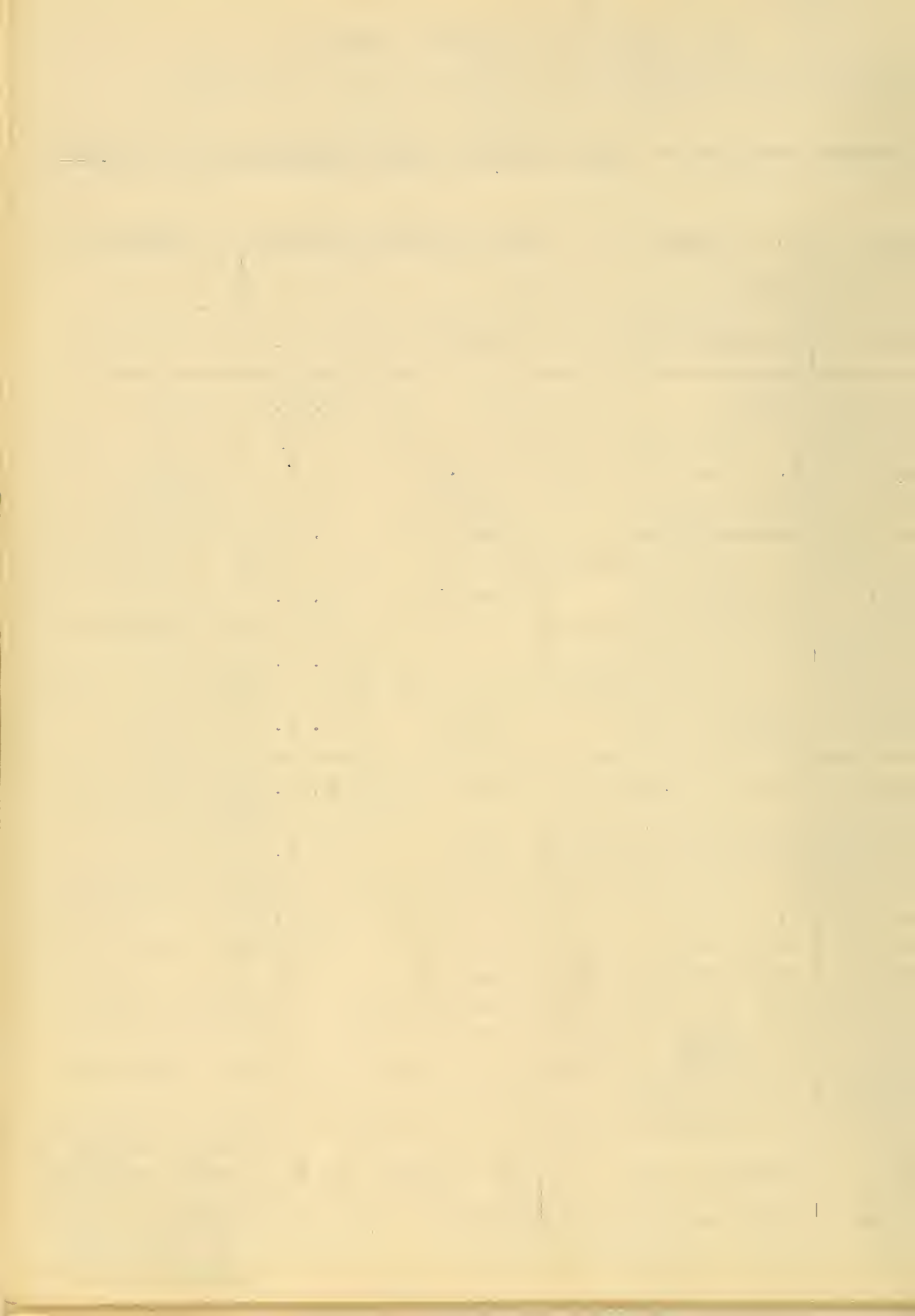
VOTED: To adopt the revised plans for the barn which had  
been approved by the farm committee, and to author-  
ize Mr. James H. Ritchie, in consultation with  
Professor Foord, to prepare plans and specifications  
for the proposed cement storage building; for the  
frame building for young stock; and for the frame  
building for tools; furthermore, to authorize the  
Treasurer to advertise for bids on these structures,  
with permission to use his own judgment in the  
matter of asking for bids on the structures sepa-  
rately, or together.



+---- LIST OF COMMITTEE MEETINGS. ----+

Trustees Committee on NEW BUILDINGS AND ARRANGEMENT OF GROUNDS

Date	Place	Notices sent	Minutes	Remarks
1906				
Dec. 19,	Boston		O. K.	
1907				
March 7,	Exchange Club	March 1,	O. K.	
June 6,	Boston		O. K.	
July 16,	M. A. C.	July 10,	O. K.	
Sept. 21,	Exchange Club	Sept, 13,	O. K.	
Nov., 8,	Exchange Club	Oct. 29,	O. K.	
Dec. 17,	University Club		O. K.	
1908				
Jan. 8,	Bellevue Hotel	Jan. 6,	O. K.	
March 18,	Bellevue Hotel	March 12,	O. K.	
May 18-19,	Amherst House, -M.A.C.	May 6,	O. K.	
June 15,	M. A. C.	June 9,	O. K.	
Sept. 1,	State Board of Agr.	Aug. 19,	O. K.	
Oct. 8,	University Club, Boston,	Oct. 3,	O. K.	
Oct. 23,	Hotel Bellevue, Boston,	Oct. 14,	O. K.	
1909.				
Jan. 7,	Exchange Club,	Dec. 29, '08	O. K.	Joint meeting with Commission.
Jan. 20.	Hotel Bellevue,	Jan. 16.	O. K.	Conference with Executive Com. of Alumni Ath. Association.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS.

Amherst, May 14-15, 1900.

Present: Messrs. Dickinson, Bowker, Gerrett, Wheeler, President Butterfield, Treasurer Kenney, Professor Foord, and Mr. Ritchie.

The bids on the proposed storage barn and the young stock barn were opened.

The Treasurer reported that acting under the direction of the chairman of the committee he had asked the contractors to bid on certain minor changes suggested by Professor Foord. After discussion, it was

VOTED: To reconsider the vote of the committee of March 12th that the new storage barn be built of cement.

VOTED: To build the new storage barn of terra cotta blocks as recommended by Mr. Ritchie, and in accordance with the specifications for the same.

VOTED: That galvanized iron conductors be used on both buildings.

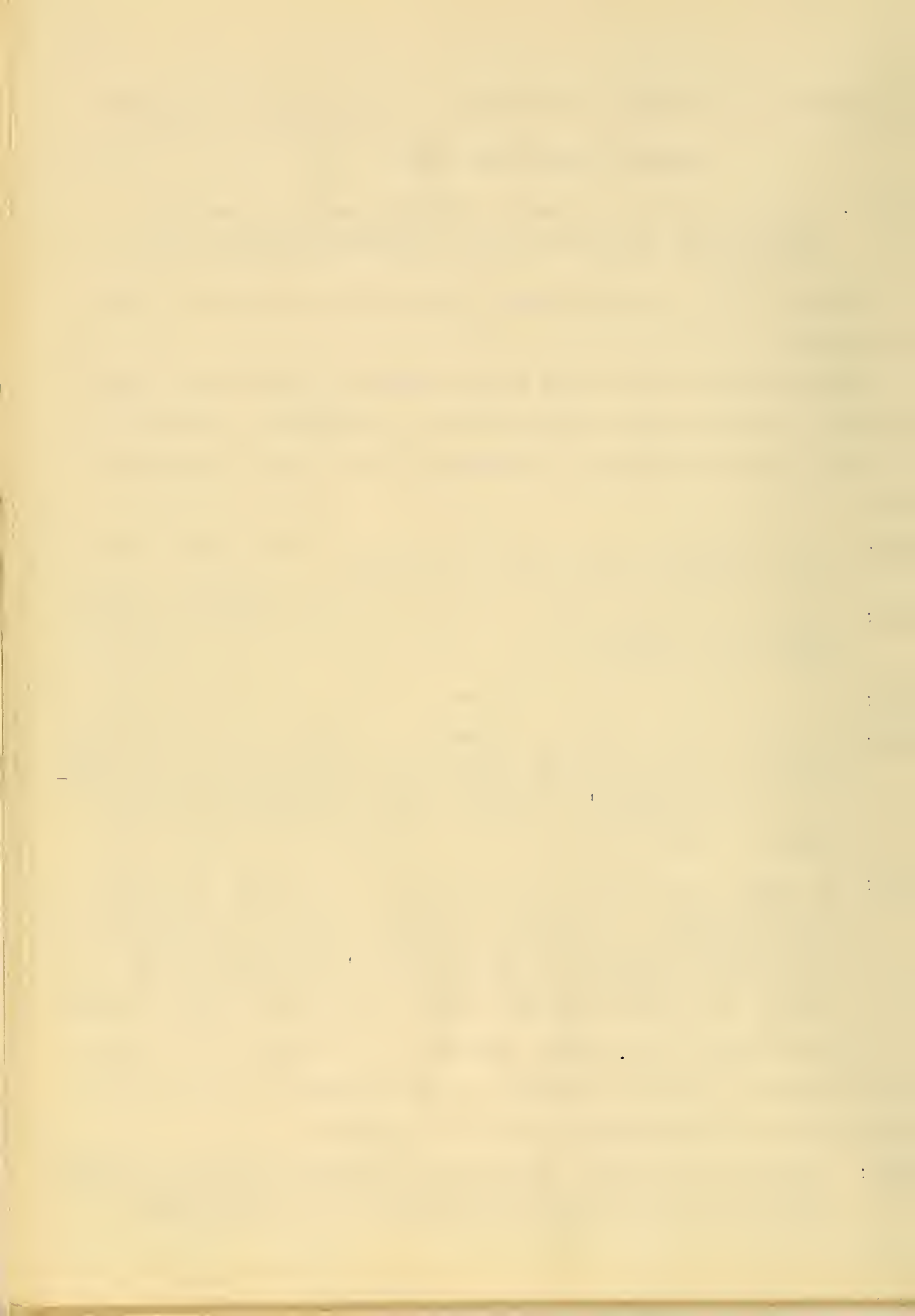
VOTED: To award to Mr. George F. Bosworth of Amherst the contract for building the new storage barn at the figure given in his bid, \$9,230.. according to the architect's specifications as amended by the Treasurer's statement to Mr. Bosworth, and on condition of agreeing to have the structure sufficiently completed by August 15, 1900, for the purpose of storing hay.

VOTED: To award the contract for building the new young stock barn to Allen Bros., at the figure given in their bid, \$6,275.. the structure to be built in accordance with the specifications framed by Mr. Ritchie, with the following changes; (a) Changes submitted in the Treasurer's statement to Mr. Allen. (b) That the shingles for the sides be dipped in one coating of suitable weather stain, and nailed to solid boards.

The question of using solid concrete in the walls of the stable to the height of four feet was left to the Treasurer to decide after consultation with Professor Foord and Mr. Ritchie.

VOTED: That the Treasurer be authorized to represent and act for the committee with reference to all details of plans, changes in plans, and carrying out of contracts, in both structures.







- VOTED: That the bills for the construction of these buildings be sent to the Auditor of the Commonwealth for payment, when signed by the President and Treasurer of the College, and countersigned by the Chairman of the Committee on Buildings and Grounds.
- VOTED: That careful statements of further expenses for these structures, in addition to contracts, be made by the Treasurer and reported to the Committee as soon as convenient.
- VOTED: That the architect, Mr. Ritchie, prepare contracts for the two buildings, and submit the same as soon as practicable to the Chairman of the Committee and the Treasurer of the College for their approval.
- VOTED: That the Treasurer be authorized to insure the steam boilers at the heating plant for the sum of \$15,000., at a premium of \$100. for three years.
- VOTED: To recommend to the Committee on Finance that the new barns and tool shed, with their contents, be insured for a period of five years, the premium to be paid out of such funds as may be available.
- VOTED: Also to recommend to the Finance Committee that the college take out employers' liability insurance.

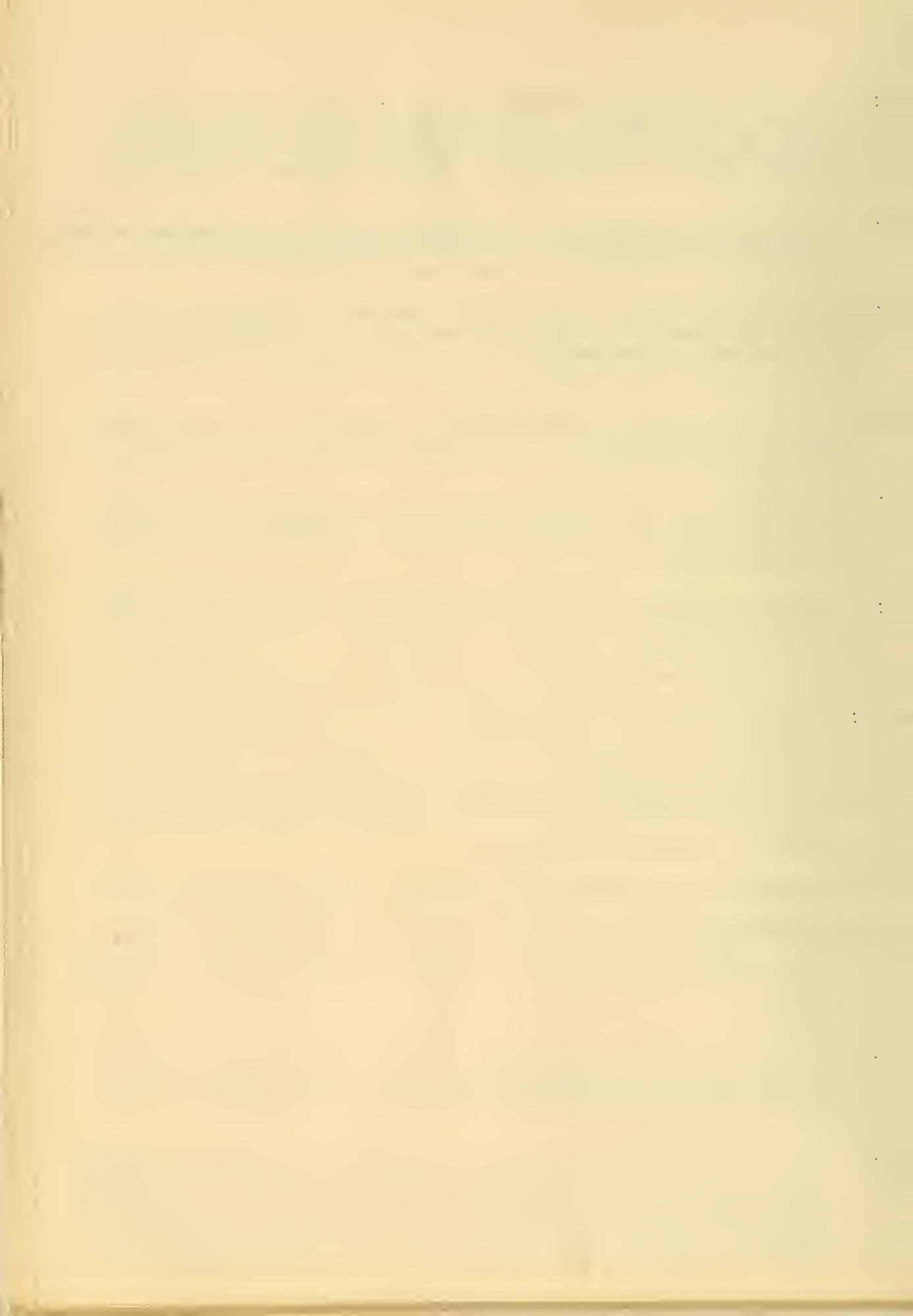
The committee reassembled at 8 A. M. May 15. at the college.

Present: Messrs. Dickinson, Bowker, Wheeler, and President Butterfield.

The Committee looked over the proposed site for the new building for entomology and zoology, but reserved decision until after consultation with Mr. Warren H. Manning.

The Committee considered the question of purchase of land for the proposed athletic field, and authorized the chairman of the committee and the President to carry on further negotiations with owners of land desired.

- VOTED: That the Treasurer be authorized to purchase a new dynamo as soon as the legislative appropriations are available, in accordance with the estimates adopted by the Trustees at the last annual meeting.
- VOTED: That a sum not exceeding \$14,000. from the legislative appropriation for repairs and improvements, as soon as it becomes available, be used for extension of the college heating plant, under the direction of the Treasurer of the College, in accordance with the plans submitted by Mr. Woodbridge of Massachusetts Institute of Technology, and in consultation with



Mr. Wheeler.

VOTED: That the request of the Director of the Experiment Station for permission to employ an architect to draw up plans for enlarging the chemical laboratory of the Station, be referred to the Committee on Experiment Department, with the request that they shall make a recommendation to this committee concerning the matter.

VOTED: To pay Mr. A. B. Allen the sum of \$50. as an honorarium for his services in making plans and estimates for various college buildings.

President Butterfield presented projects from Professors Waugh and White relative to the disposition of the old greenhouses. It was

VOTED: To request the Trustees Committee on Horticulture to make a recommendation to this committee regarding the same.

VOTED: To authorize President Butterfield to collect data relative to college dormitories in the various institutions, including cost of same, maintenance, income, and also concerning such questions as discipline, rules, etc. Also further data for plans for inexpensive frame dormitories of the bungalow type as suggested by Mr. Manning.

VOTED: To authorize the Treasurer to employ regularly a college plumber, the wages not to exceed approximately \$75. per month.

The committee examined the various sites proposed for the new stock barn, and

VOTED: To place it on the site directly to the west of the cement silos.

Professor Foord was authorized to procure plans and preliminary estimates for the proposed new tool shed.



MINUTES OF MEETING OF TRUSTEES COMMITTEE ON BUILDINGS

AND GROUNDS.

UNIVERSITY CLUB, BOSTON, THURSDAY, JUNE 17, 1909,  
6.30 P. M.

**PRESENT:** Messrs. Dickinson, Bowker, Gerrett, and President Butterfield.

The President presented a communication from H. L. Frost, an Alumnus of the College, requesting that when the proper time comes, the new Entomological Building shall be named Fernald Hall, in honor of Professor C. H. Fernald.

VOTED: To refer the communication to the Trustees, with the recommendation that it be filed, and that the building be not named for the present.

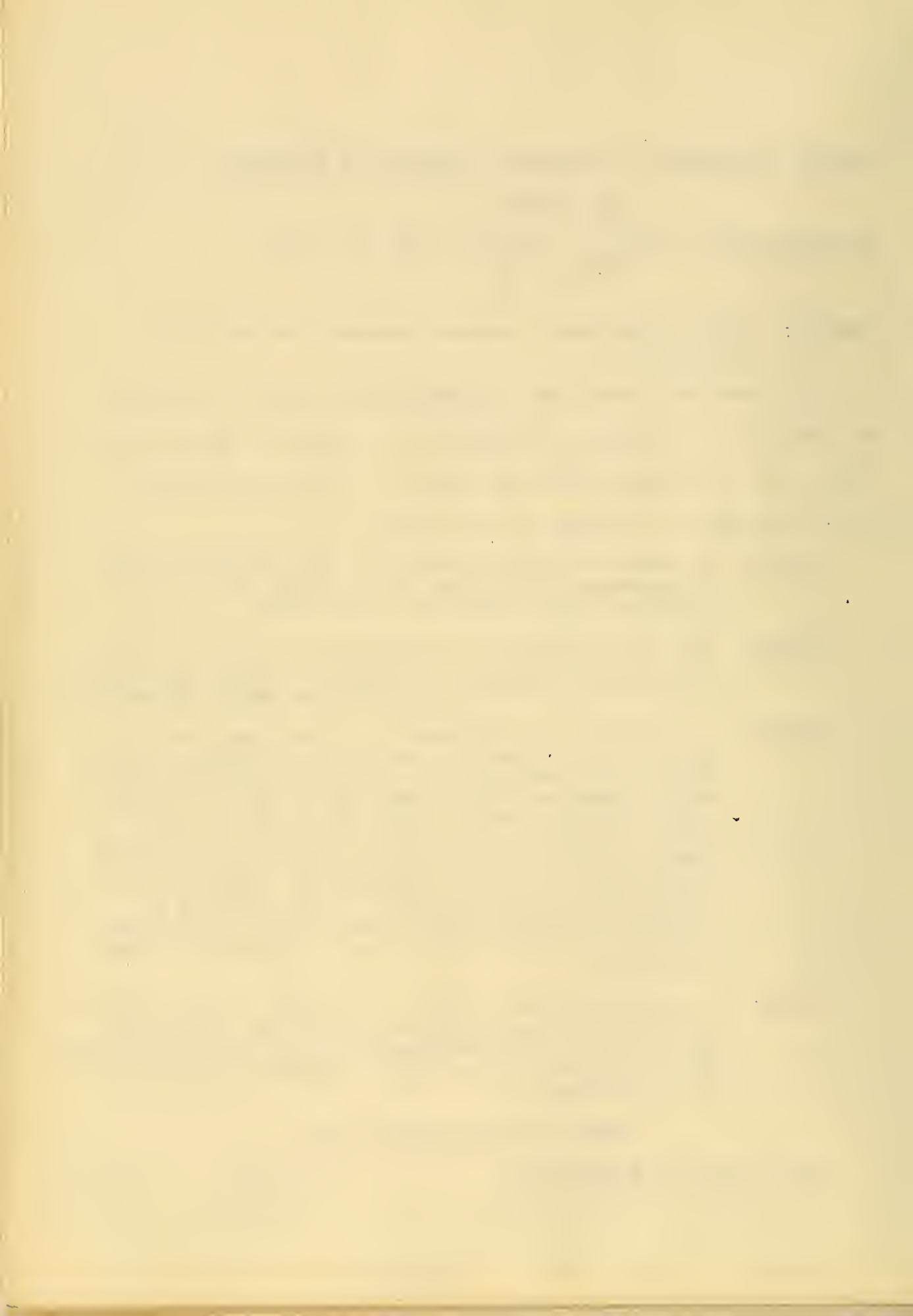
VOTED: That the Treasurer be authorized to employ suitable parties to estimate the quality, amount, and value of the usable stone in the College quarry in Pelham.

VOTED: To authorize the Treasurer to investigate and to report to the Committee at a later meeting relative to the installation of an intercommunicating telephone system and fire alarm system, and a system of gongs for class rooms, which shall be connected with the College clock, and a system of electrical clocks for the various buildings; together with the feasibility and cost of putting all wires on the College campus under ground, under a system so planned as to serve future needs, and constructed in accordance with the proposed grouping of future buildings.

VOTED: To reapportion the amount of \$33,000. appropriated by the Legislature of 1909 for repairs and minor improvements, in accordance with the following schedule, the schedule also showing amounts requested of the Legislature.

REPAIRS APPROPRIATION, 1909.

Total asked of Legislature, . . . . . \$40,000.  
Total granted by Legislature, . . . . . 33,000.





June 17, 1909.

ITEMS	Legislature	Cut	Apportionment
Mr. Manning and Mr. Woodbridge, . . . . .			\$1,000.
Dynamo, . . . . .	\$7,000.		7,000.
Refitting Drill Hall, . . . . .	3,050.	\$1,050.	2,000.
Painting exterior buildings, . . . . .	2,155.	2,155.	
Repairs, North College, . . . . .	2,500.		2,500.
Extension Heating Plant, . . . . .	14,000.		14,000.
Renovating Chapel, . . . . .	900.	600.	300.
Additional fire protection, . . . . .	500.		500.
New walks, . . . . .	500.	500.	
Repairs, Draper Hall, . . . . .	1,700.	1,500.	200.
Refitting Dean's Office, . . . . .	350.		350.
Grounds, walks, and grading, . . . . .	300.	100.	200.
Grounds, Rose garden, . . . . .	250.	250.	
Steel flag staff, . . . . .	550.	500.	50.
Flags, . . . . .	100.		100.
Refitting Prof. Neal's Office, . . . . .	175.		175.
Refitting Registrar's Office, . . . . .	175.		175.
Repairs, Professor Brooks' house, . . . . .	100.	100.	
Repairs, Station barn, . . . . .	725.		725.
Repairs, vegetable pack. house, . . . . .	400.		400.
Repairs, general Horticulture, . . . . .	800.	550.	250.
Waiting room, car line, . . . . .	300.	150.	150.
Repairs, floriculture, . . . . .	600.	300.	300.
Furnishing Engine Room, . . . . .	180.		180.
Repair, farm buildings, . . . . .	1,800.	800.	1,000.
Miscellaneous repairs, . . . . .	1,500.	55.	1,445.
	\$40,610.	\$7,610.	\$33,000.

President Butterfield reported the lease of the Louisa Baker land for one year, at a rental of \$260.

President Butterfield reported that Mrs. S. S. Harriman had purchased the "old creamery" property, in order that it might be acquired subject to purchase by the College, and in the interests of the institution.

VOTED: To approve the provisional agreement entered into between President Butterfield and Mrs. Harriman.

VOTED: To request the President to express to Mrs. Harriman and to Professor Brooks the thanks of the Committee for their assistance to the College in endeavoring to obtain ultimate possession of the property.





June 17, 1909.

President Butterfield reported the situation relative to the land for the athletic field.

VOTED: To recommend to the Trustees that the following purchases be made.

1. The Walsh-Baker property, price \$2,500.
2. The Westcott property, " 2,000.
3. The Kellogg " to be purchased and held by such of the Trustees as are willing to endorse a note to the Savings Bank for the price of the land, \$5,500., less such payments as the College can make on the property, presumably \$1,000.

President Butterfield presented a tentative plan for the enlargement of the Chemistry Building at the Experiment Station.

VOTED: To defer action until after an inspection of the present building.

President Butterfield recommended that steps be taken to secure plans and estimates of cost, together with suitable sites for the following buildings, and that the next Legislature be asked to appropriate money for the same:

- 5 Farm house,
- 3 Stock-judging pavilion,
- 1 Buildings for poultry husbandry,
- 2 Building for fruit storage,
- 6 Dwelling for the Head of the Division of Horticulture,
- 7 Dwelling for the Registrar,
- 4 Building for the Department of Dairy Husbandry,
- Outdoor amphitheatre,
- Enlargement of Draper Hall,
- "Bungalow," or other inexpensive dormitory for the housing of students.

The Committee requested the President to make out a complete memorandum covering this recommendation, to present to the next meeting of the Committee.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS.

At the Office of the President of the College, Saturday, July 24th, 1909, at 10.30 A. M.

PRESENT: Messrs. Dickinson, Bowker, Gerrett, Wheeler, and President Butterfield.

President Butterfield reported the purchase of the Walsh-Baker property and the Westcott property, for athletic field purposes, and also the status of the negotiations with respect to other pieces of land.

VOTED: To authorize the President and Treasurer to assign land west of the drill hall for the use of tennis associations, under such rules and regulations as they may prescribe.

President Butterfield presented a letter from Wm. S. Loomis, of the Holyoke Street Railway, stating that Mr. Hollis, of Amherst, had quoted him a bid of \$155. for building the proposed new waiting room.

VOTED: To authorize the Treasurer to accept the bid of Mr. Hollis, at \$155. for building the waiting room, as if made to the college, and to proceed with the work, a bill for one-half of the cost to be sent to the Holyoke Street Railway Company.

Professor Foord presented plans drawn by Mr. A. B. Allen for a brick and concrete, two-story tool shed, Mr. Allen agreeing to build the structure for \$4,000.

VOTED: To authorize the Treasurer to close a contract with Allen Brothers to build the tool shed according to specifications, at the figure named, after consulting with Mr. James H. Ritchie in regard to the exterior appearance and general plan.

President Butterfield presented the draft of a proposed



circular to be sent to citizens of Amherst, concerning the attitude of the college towards the actions of students rooming in private houses in the village. After considerable discussion, the President was authorized to draw up such a circular embodying the suggestions of the Committee.

President Butterfield presented a memorandum requested by the Committee at a former meeting, covering the question of buildings for which appropriations may be asked of the forthcoming legislature. After discussion of the items in the memorandum, it was

VOTED: That the President be authorized to secure architects' plans where necessary, together with estimates of cost from reliable bidders, and a statement from Mr. Manning with reference to suitable sites, with respect to the following buildings, the data to be placed before the Committee in the autumn:

1. Building for the Department of Poultry Husbandry.
2. Building for fruit storage.
3. Building for the Department of Dairy Husbandry.
4. Dwellings for the Head of the Division of Horticulture and the Registrar.
5. Farm House.
6. Enlargement of Draper Hall.
7. Outdoor amphitheatre.
8. Bungalow, or other inexpensive dormitory.

President Butterfield also recommended similar action regarding a stock-judging pavilion; and raised the question of a laboratory for the Department of Physics. No action was taken on either suggestion.

The question of enlargement of the chemistry building at the Experiment Station under plans heretofore presented to the Committee, was deferred until a subsequent meeting.

Treasurer Kenney reported that liability insurance had been secured for the sum of \$20,000. at the rate of 50 ¢ per \$100.





VOTED: To authorize the Treasurer to slate the barn of the Horticultural Department of the college at an extra expense of not over \$50.

VOTED: That the salary of Mr. Clarence E. Jewett shall be \$1,000. a year, beginning September 1, the same to be paid as now from miscellaneous building and repair appropriations.

On request of Treasurer Kenney, it was

VOTED: To authorize the Treasurer to request the selectmen of the Town of Amherst to constitute the night watchman of the college a town constable.

VOTED: To authorize the Treasurer to procure estimates for iron posts to carry the electric lights on the college campus.

Bids for the construction and for the heating and ventilation of the building for the Department of Entomology and Zoology were opened at one o'clock. The following were the bids:

Construction.

(Check for \$500. enclosed in each bid).

H. Wales Lines Co., . . . . .	\$81622.00
Alternate bid, \$450. additional,	
Telephone deduction,	<u>2300.00</u> \$79322.00
Allen Brothers, . . . . .	74990.00
Norcross Co., . . . . .	93846.00
Alternate bid, \$4,000. additional,	
Woodbury & Leighton Co., . . . . .	84935.00
Alternate bid, \$200. less,	
Wm. Crane, . . . . .	92437.00
Alternate bid, \$700. additional,	
Holt, Fairchild Co., . . . . .	92425.00
Alternate bid, \$1200. additional,	
J. D. McLellan, . . . . .	90685.00
Alternate bid, \$1000. additional,	
McGahey & O'Connor, . . . . .	94710.00
Alternate bid, \$3100. additional,	
Whitcomb & Kavanaugh, . . . . .	93000.00
Alternate bid, the same.	





July 24, 1909.

(Construction bids, continued)

Arthur C. Whitney, . . . . . \$89800.00  
 Alternat bid, \$1842. additional.

Heating and Ventilation.

(Check for \$500. enclosed in each bid).

Geo. H. McClean Co., . . . . . \$ 6125.00  
 Temporary heat \$2.50 per radiator,

Wyckoff & Lloyd Co., . . . . . 6403.00  
 Alternate bid, . . . . . 6173.00  
 Temporary heat, \$6.00 per day.

Holyoke Valve and Hydrant Co., . . . . . 5399.00  
 No temporary heat,

W. H. Riley & Co., . . . . . 6360.00  
 Alternate bid, . . . . . 6160.00  
 Temporary heat, \$5.00 per day.

Mutual Plumbing & Heating Co., . . . . . 5280.00  
 Less compensator, . . . . . 29.00  
 . . . . . 5251.00  
 Alternate bid, . . . . . 5200.00  
 Temporary heat, \$1.00 per day,

Bradlee & Chatman Co., . . . . . 6342.00  
 Alternate bid the same,  
 Temporary heat, \$4.00 per day of 10 hrs.  
 " " 8.00 per " " 24 "

McLean & Cousens, . . . . . 5842.00  
 Alternate bid, the same.  
 Temporary heat, \$4.00 per day.

Huey Brothers, . . . . . 5587.00  
 Alternate bid, the same,  
 Temporary heat \$4.00 per day of 10 hrs.

Buerkel & Co., . . . . . 7142.00  
 Alternate bid, the same,  
 Temporary heat, \$3.00 per day,

Merrill Co., . . . . . 6540.00  
 Alternate bid, the same,  
 Heat, - -

Lynch & Woodward, . . . . . 6867.00  
 Alternate bid, . . . . . 6967.00  
 Heat, \$5.00 per day.

James P. Dwyer, . . . . . 6200.00  
 Alternate bid, . . . . . 6056.00  
 Heat, \$5.00 per day.



July 24, 1909.

Isaac Coffin, . . . . . \$ 6238.00  
 Alternate bid the same,  
 Heat, \$4.00 per day.

The bid, for construction, of Allen Brothers, of Amherst,  
 being the lowest, it was

VOTED: To authorize the Chairman and Treasurer to sign  
 a contract with Allen Brothers, after consulta-  
 tion with the architect. The following changes  
 to be made, authorized by the Chairman and Treas-  
 urer:

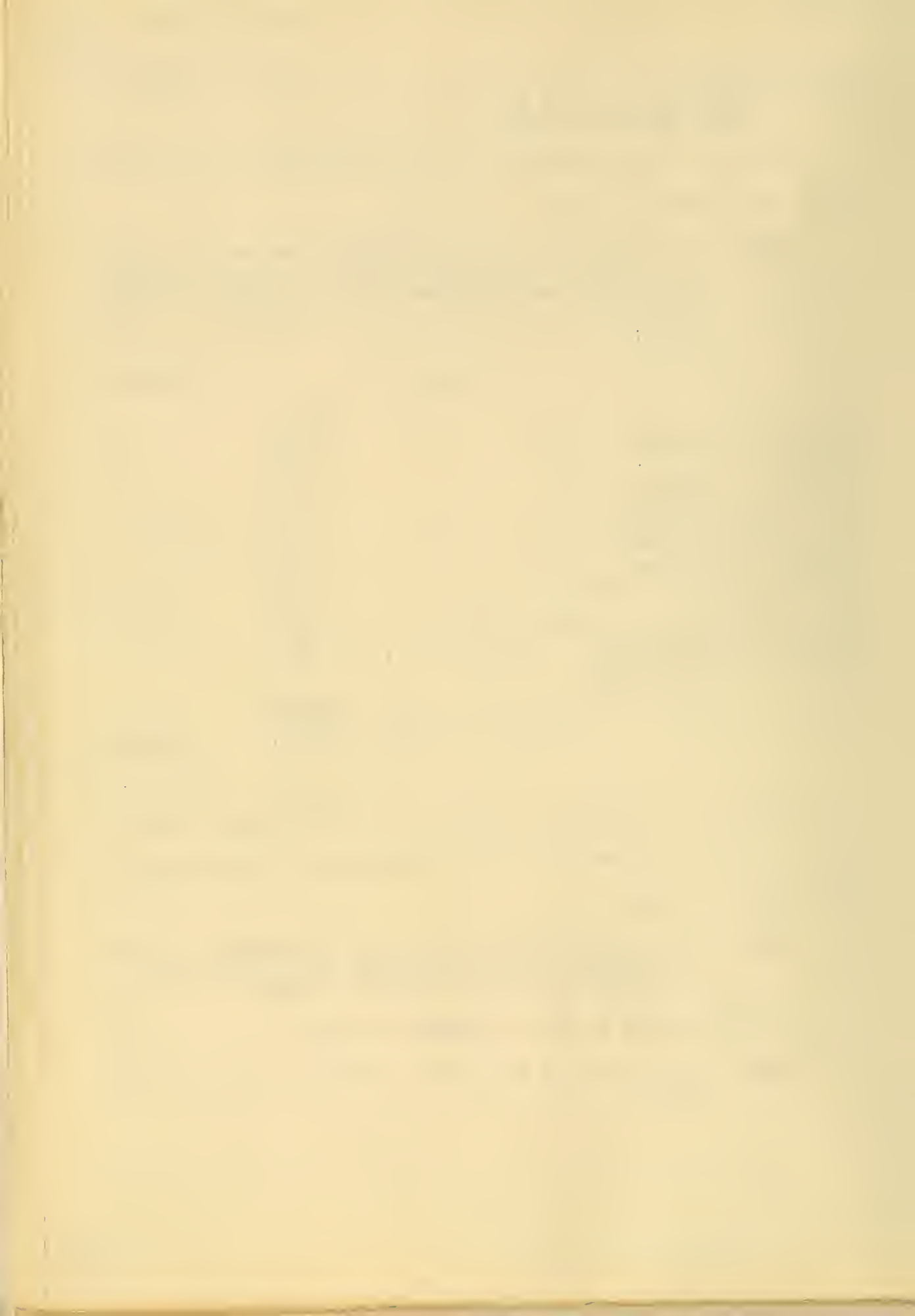
	Original bid, . . . . .	\$74990.00
Roof, slate, . . . . .		\$114.
Ceiling & Skylight, . . . . .		500.
Copper, . . . . .		45.
Changes in plumbing, . . . . .		778.
Laboratory tables, (25), . . . . .		175.
Partition in attic, . . . . .		45.
Making granite rockfaced, . . . . .		130.
Hardware allowance, . . . . .		400.
Changes of brick mortar, . . . . .		80.
Conn. system, . . . . .		500.
Metallating, steel turring omitted, . . . . .		1313.
Changes in foundation, . . . . .		200.
Portland cement floor, . . . . .		200.
(3" instead of 4")		
		<u>\$1480.</u>
Movable furnituro,	<u>2600.</u>	<u>7080.00</u>
		\$67910.00

The bid of the Mutual Plumbing & Heating Company, of  
 Amherst, being the lowest, for the heating and ventilating of  
 the building, it was

VOTED: To authorize the Chairman and Treasurer to sign  
 a contract with that company for heating and  
 ventilating the building, for \$5251.

On the request of the Treasurer, it was

VOTED: To ratify the following changes in the new stock  
 barn:

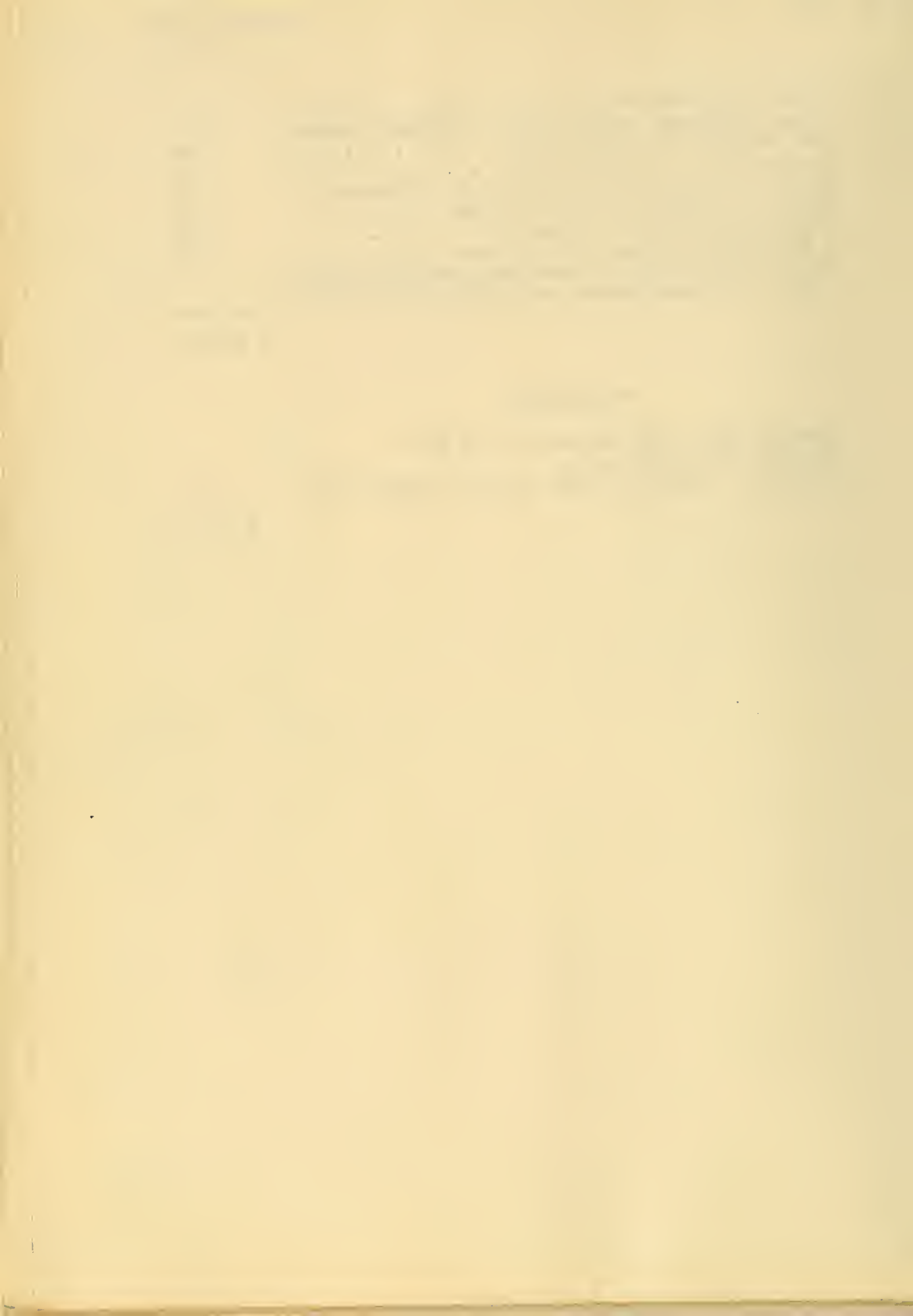


July 24, 1909.

Amount of Contract, . . . . .	\$ 6,615.
Place sleepers and hay bays, furnish lumber and expense of laying same, . . . . .	70.
Extension of stable floor, . . . . .	12.
Walk in stable from hay shed to driveway, .	45.
Putting up pulley for hay fork, . . . . .	2.
Changing windows in stable, . . . . .	15.
1 new door in east end of barn, . . . . .	9.
Door in east end of barn for hay fork (price to be in accordance with labor & material)	<hr/>
	\$ 6,768.

# Deductions.

Change large ventilator to two Van Noorden ventilators, .	
Omitting concrete floor in bull pens, \$55.	<u>55.</u>
	\$ 6,713.



MINUTES OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS.

President's Office, Amherst, October 8, 1909, at 2 P. M.

PRESENT: Messrs. Dickinson, Bowker, Gerrett, and President Butterfield.

President Butterfield reported on the status of the land for the athletic field, and it was the sense of the Committee that the Allen and Dickinson lots be now purchased.

The Treasurer reported that the college quarry in Pelham was practically worthless.

The stealing of student furniture and other property of students, during the summer vacation, was reported, and it was

VOTED: That the Treasurer be requested to report a plan for securing the College against loss of student furniture left in its charge during the summer vacation.

The Treasurer reported relative to the present plans relative to fire protection and on the night watchman. It was

VOTED: To authorize the Treasurer to provide electric lights at the new barns, according to his plans.

It was also

VOTED: To authorize the employment of another watchman if in the judgment of the President and Treasurer this seems desirable, and these officers are authorized to arrange details of work and pay.

The Treasurer called attention to the large cost of hauling coal, and it was

VOTED: That the Treasurer consult with competent engineers and with Mr. Manning about the matter, and report his findings to the Committee.

THE UNIVERSITY OF CHICAGO

PHYSICS DEPARTMENT

RESEARCH REPORT

NO. 1000

1955

BY

JOHN H. SCHROEDER

AND

WILLIAM A. BENTLEY

AND

JOHN F. JOHNSON

AND

JOHN H. SCHROEDER

AND

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AND

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AND

JOHN H. SCHROEDER

AND

WILLIAM A. BENTLEY

AND



October 8, 1909.

President Butterfield recommended the adoption of the project submitted by Professor Sears, regarding the Owen orchard, for a period of five years, at a rental of \$50. per year. It was

VOTED: To adopt the recommendation with the proviso that if possible the lease include an option on the purchase of the land if it comes into the market.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT  
OF GROUNDS.

EXCHANGE CLUB, BOSTON, December 21, 1909, at 12.30 P.M.

Present: Messrs. Dickinson, Wheeler, Gerrett, Bowker, Bowditch,  
and President Butterfield.

President Butterfield presented numerous items of  
business connected with the new legislative budget. It was

VOTED: To include an item in the legislative budget for the  
purchase of the Harlow farm.

VOTED: To include an item in the legislative budget for the  
purchase of the Kellogg farm.

VOTED: To recommend to the Trustees that in the legislative  
budget, precedence be given to the appropriation for  
the various parcels of land now available and needed  
by the College.

VOTED: To refer the matter of recompensing certain students  
for losses of furniture etc. during the summer, to the  
committee on finance.

VOTED: To adopt the recommendations of Professor Woodbridge  
relative to new plans for ventilating the main cow  
stable and Clark Hall, when the plans are approved by  
Mr. Wheeler and President Butterfield.

VOTED: To refer the application of G. G. Newell for exchange  
of land, to the following committee with power: Mr.  
Dickinson, Mr. Gerrett, President Butterfield.

VOTED: To refer the question of plans and estimates for the  
further equipment of the entomological laboratory to  
Mr. Dickinson, President Butterfield, and Treas. Kenney.

President Butterfield presented tentative plans for the  
organization of a permanent section of "Grounds" in the depart-  
ment of landscape gardening, and the securing of an annual  
appropriation for the maintenance and improvement of the  
grounds. It was

VOTED: As the sense of the committee, to recommend a permanent  
annual appropriation for the care and improvement of the



grounds, the precise plans of organization, and the amount required, to be determined by the committee at a subsequent meeting.

VOTED: To request the following sub-committees to investigate various projects referred to by President Butterfield, and to report to the full committee:

Purchase of land - - - - - Mr. Dickinson and Pres. Butterfield.

Repairs and minor improvements - Mr. Gerrett and Pres. Butterfield.

Building for practical pomology and market gardening - - Mr. Gerrett and Pres. Butterfield.

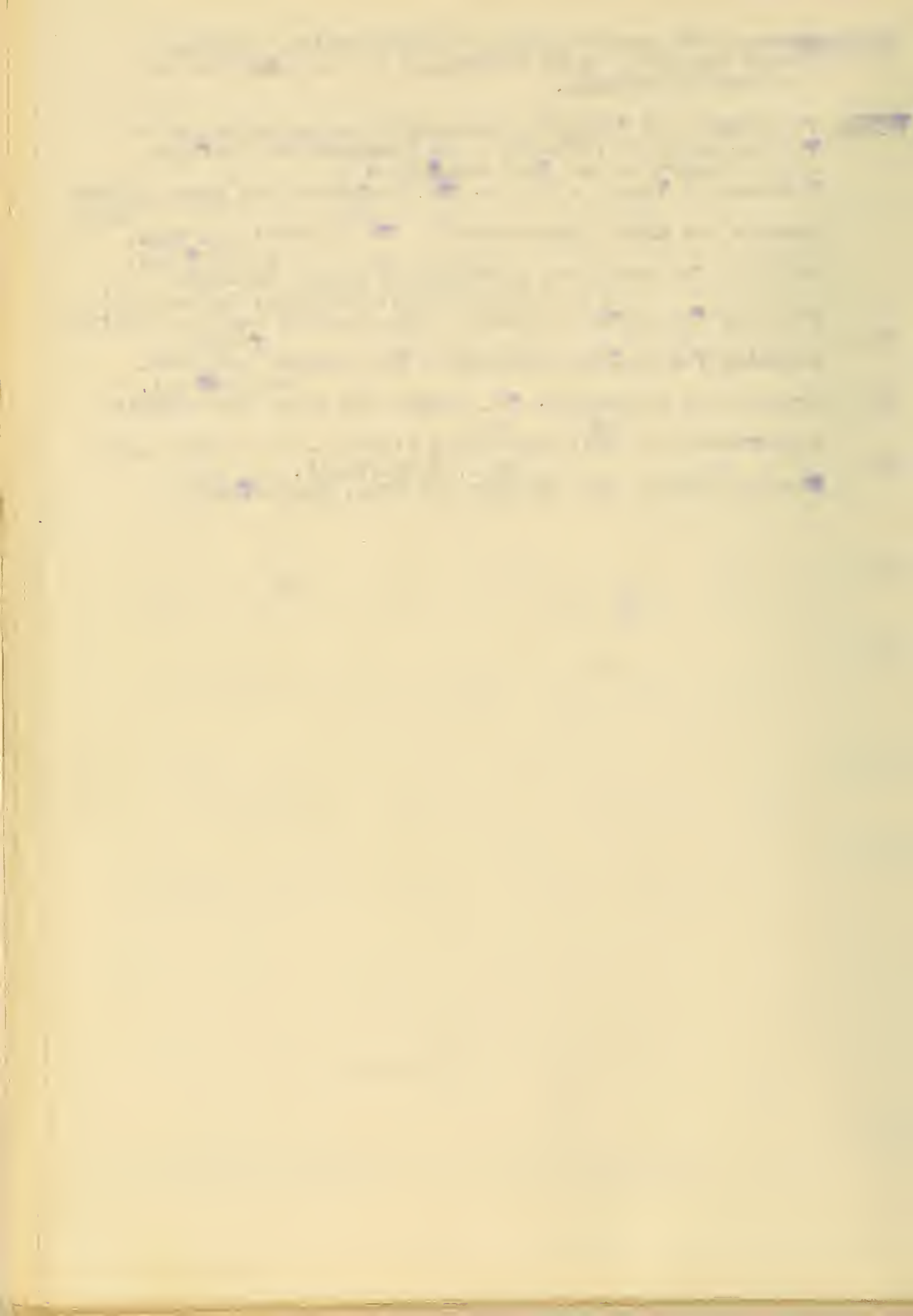
Building for animal husbandry - Mr. Gerrett and Pres. Butterfield.

Building for poultry husbandry - Mr. Gerrett and Pres. Butterfield.

Draper Hall extension - Mr. Bowker and Pres. Butterfield.

Improvements on West Experiment Station - Mr. Bowker and Pres. Butterfield.

Faculty houses, Mr. Wheeler and Pres. Butterfield.





CONTINUED at OFFICE of STATE BOARD of AGRICULTUREat 9.30 A. M., January 6th.

Mr. Ritchie and Professor Lockwood presented plans for a new dairy building and equipment for same, the estimate for building, equipment, and carrying heat to the building being \$75000. It was

VOTED: To recommend to the Trustees that the sum of \$75000. be put in the legislative budget for building and equipping the dairy building.

Mr. Manning presented an estimate of maintenance cost of the campus; described the proposed location of various new buildings; and made a tentative report relative to a bungalow dormitory. It was

VOTED: To authorize the Treasurer to transfer the item of cost of drain, from the appropriation for the entomological building to general repairs and improvements.

The Treasurer presented to the Committee a statement relative to the entomological building, including a list of items constituting permanent equipment of the same, approximating \$15000. It was

VOTED: To recommend to the Trustees that an item of \$15000. be put in the legislative budget for this year. to provide for this equipment.

VOTED: To recommend to the Trustees an item of \$5000. to be put in the legislative budget for increase in current annual income for the care and maintenance of the College grounds.

VOTED: To recommend to the Trustees that the legislative budget includ items of \$35000. for repairs and minor improvements, and of \$15000. for new equipment for the various departments.





VOTED: To recommend to the Trustees that the Legislature be requested to include in the continuing annual appropriations an item of \$15000. for repairs, and of \$10000. for teaching equipment for the various departments.

VOTED: As the sense of the Committee, that in case the total legislative budget must be reduced, the following order of preference be given to recommendations of this Committee:

1.	Land, . . . . .	\$25000.
2.	Equipment for entomological building, . . . . .	15000.
3.	Repairs and minor improvements, . . . . .	35000.
4.	Department equipment, . . . . .	15000.
5.	Dairy Building, . . . . .	75000.
6.	West Experiment Station, . . . . .	28000.
7.	Fruit Storage, . . . . .	16000.
8.	Poultry Buildings, . . . . .	5000.
9.	Animal Husbandry Building, . . . . .	10000.
10.	Improvements on Draper Hall, . . . . .	23000.
11.	Continuing annual appropriation for repairs, . . . . .	15000.
12.	Continuing annual appropriation for equipment, . . . . .	10000.
		<u>\$272000.</u>



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND

ARRANGEMENT OF GROUNDS.

UNIVERSITY CLUB, BOSTON, JANUARY 5, 1910.

(Preceded by meeting of Commission on Buildings and Grounds).

PRESENT: Messrs. Dickinson, Bowditch, Bowker, Gerrett, Wheeler,  
and President Butterfield.

The Committee approved the recommendations of the Commission  
on Buildings and Grounds relative to a section of Grounds in the  
Department of Landscape Gardening, as follows:

1. That the campus be placed in charge of the Department  
of Landscape Gardening, subject to the direction of the  
Committee on Buildings and Grounds; the area to be in-  
cluded and the details of management to be determined  
hereafter.
2. That there be purchased an adequate spraying outfit  
for the use of the College in its various departments.

A sub-committee consisting of Mr. M. F. Dickinson and  
President Butterfield, to which was referred the question of  
lands needed by the College, recommended the purchase of the  
following parcels:

Kellogg Farm, . . . . .	18 acres. . . . .	\$5750.
Harlow Farm, . . . . .	28 " . . . . .	3250.
Old Creamery. . . . .	1 " . . . . .	1700.
Louisa Baker Farm, . . . . .	17 " . . . . .	5280.
Loomis, . . . . .	1 lot, . . . . .	400.
Charmbury, . . . . .	.1 " . . . . .	450.
John McGee, . . . . .	2 " . . . . .	500.
Thomas Courtney, . . . . .	3 acres. . . . .	3500.
M. Britt, . . . . .	3 " . . . . .	2500.
		<u>\$23330.</u>

It was

VOTED: To adopt this recommendation and that the Trustees  
be asked to put such an item in the legislative  
budget, the sum recommended being \$25,000.



## 2.

VOTED: That the question of purchasing the Brooke Farm be deferred for the present.

VOTED: To recommend to the Trustees that the proposed appropriation for land be given precedence in the legislative budget, and that it be placed in a separate bill.

VOTED: To recommend to the Trustees that items for improvements in Draper Hall and the West Experiment Station be put in the legislative budget this year.

It was the sense of the Committee that it be advisable to let the question of legislative appropriations for the two faculty houses go over until another year.

President Butterfield reported that both the Farm Committee and Mr. M. F. Dickinson considered it inadvisable to effect an exchange of land with Mr. G. F. Newell in accordance with his proposition. It was

VOTED: That Mr. Newell's proposition be not accepted.

On recommendation of a sub-committee consisting of Mr. Frank Gerrett and President Butterfield, it was

VOTED: That the Trustees be asked to request the incoming Legislature for the following appropriations for new buildings:

Building for Animal Husbandry, . . .	\$10000.
Laboratory for Pomology	
and Market Gardening, . .	16000.
Poultry Building, . . . . .	5000.
	<u>\$31000.</u>

On recommendation of President Butterfield, it was

VOTED: That a committee of the faculty, consisting of Professor Mills, the Librarian, and the President of the College, be authorized to secure suggestions and preliminary plans regarding a new library building. No expense shall attach to these preliminary plans except for correspondence and for necessary travelling expenses of the Librarian, not to exceed \$200.





MINUTES OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS.

Hotel Bellevue, Boston, May 19, <sup>1910</sup> at 4.30 P. M.

PRESENT: Messrs. Dickinson, Bowker, Wheeler, and President Butterfield.

Professor Foord and Mr. Ritchie presented a statement concerning the location of the proposed group of buildings for the agricultural division. After some discussion, it was

VOTED: As the sense of the committee that the suggestions made by Mr. Ritchie and acquiesced in by Mr. Manning, re-locating said group so as to face the southeast between Draper Hall and the ravine, be accepted as the tentative location, and that Mr. Ritchie be requested to stake out the sites of the different buildings of the group.

Professor Foord presented tentative plans for a main building, for office and instruction purposes, for the Division of Agriculture, to be a part of the agricultural group. After considerable discussion, it was

VOTED: That Professor Foord be instructed to complete said plans in conjunction with an architect, for presentation to the committee at a later date.

VOTED: To authorize the President to employ Mr. James H. Ritchie as architect for the proposed agricultural building under the usual terms of such employment.

President Butterfield reported that some of the fraternities had raised a question concerning the advisability of providing themselves with fraternity houses in the near future.

After discussion, it was

VOTED: To be the sense of this committee that all fraternities at the college be requested to defer settle-





May 19, 1910.

ment of this question until the trustees have had time to develop plans for the athletic field, and to work out with the fraternities a settled policy that would be agreeable to all concerned, regarding the erection of fraternity houses.

The President reported a recommendation from the Treasurer that an option be secured on a parcel of land approximating 31 acres, adjoining the target range on the east, the price of the land being \$175. It was

VOTED: To authorize the Treasurer to secure such option.

VOTED: To approve the plan for new cement walks at French Hall.

President Butterfield reported a recommendation from the Treasurer that a new chief engineer of the college be employed, Mr. Wallace being made assistant engineer. It was

VOTED: To postpone the matter until a future meeting.

President Butterfield asked the wish of the committee relative to the final acceptance of Mr. Manning's plans for the grounds. It was

VOTED: To ask the President to submit to the trustees a memorandum covering this matter and all other enterprises concerning which Mr. Manning has been consulted.

President Butterfield reported that he was obliged to vacate the house in the village which he is now renting, and asked the committee their judgment as to what arrangements he could make that would be satisfactory both to the committee and to his family. It seemed to be the wish of the committee that if arrangements could be made agreeable to him, it would probably be preferable for the President to occupy the president's house. No vote was taken by the committee, but a general plan for arrangements in this matter was informally adopted.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS

Exchange Club, Boston, June 15, 1910, 12 noon.

PRESENT: Messrs. Dickinson, Bowditch, Bowker, Gerrett, Wheeler,  
and President Butterfield.

VOTED: That the appropriation of \$17500. made by the Legislature of 1910 be used in accordance with the law for the purchase of the following parcels of land;

The Kellogg farm,  
The Harlow farm,  
The Baker land,  
The Charmbury lot,  
The Loomis lot,  
The old creamery or Harriman lot.

VOTED: That the matter of examining the titles of these parcels of land and drawing the deeds therefor be placed in the hands of Hammond and Hammond, Northampton, and that the President be requested to communicate at once with Hammond and Hammond so that deeds may be drafted and the Trustees enabled to exercise their options upon these parcels of land.

VOTED: That further details concerning the purchase of these lands be referred to a special committee consisting of the chairman of this committee, President Butterfield, and Mr. Kenney, and that the special committee be authorized to report later to this committee.

VOTED: That as soon as the Governor had signed the college bill, the Treasurer be directed to advertise for bids for the building for Animal Husbandry, and that Mr. Ritchie be asked to cooperate in the same, and report later to this committee.

VOTED: That Mr. Gerrett be requested to consider the repairs necessary at the president's house and to report the same at the next meeting of the committee.

Mr. George Cutler, Jr., of Amherst, and Mr. W. H. Caldwell, M. A. C. '87, of Peterboro, N. H., appeared before the committee, representing the corporation holding lands for the Kappa Sigma fraternity. The gentlemen stated that it was necessary to make some repairs at the Kappa Sigma house if students were to use



the house another year. They requested that the College run water pipes to the house, and asked if the house would be needed for college purposes within the next college year.

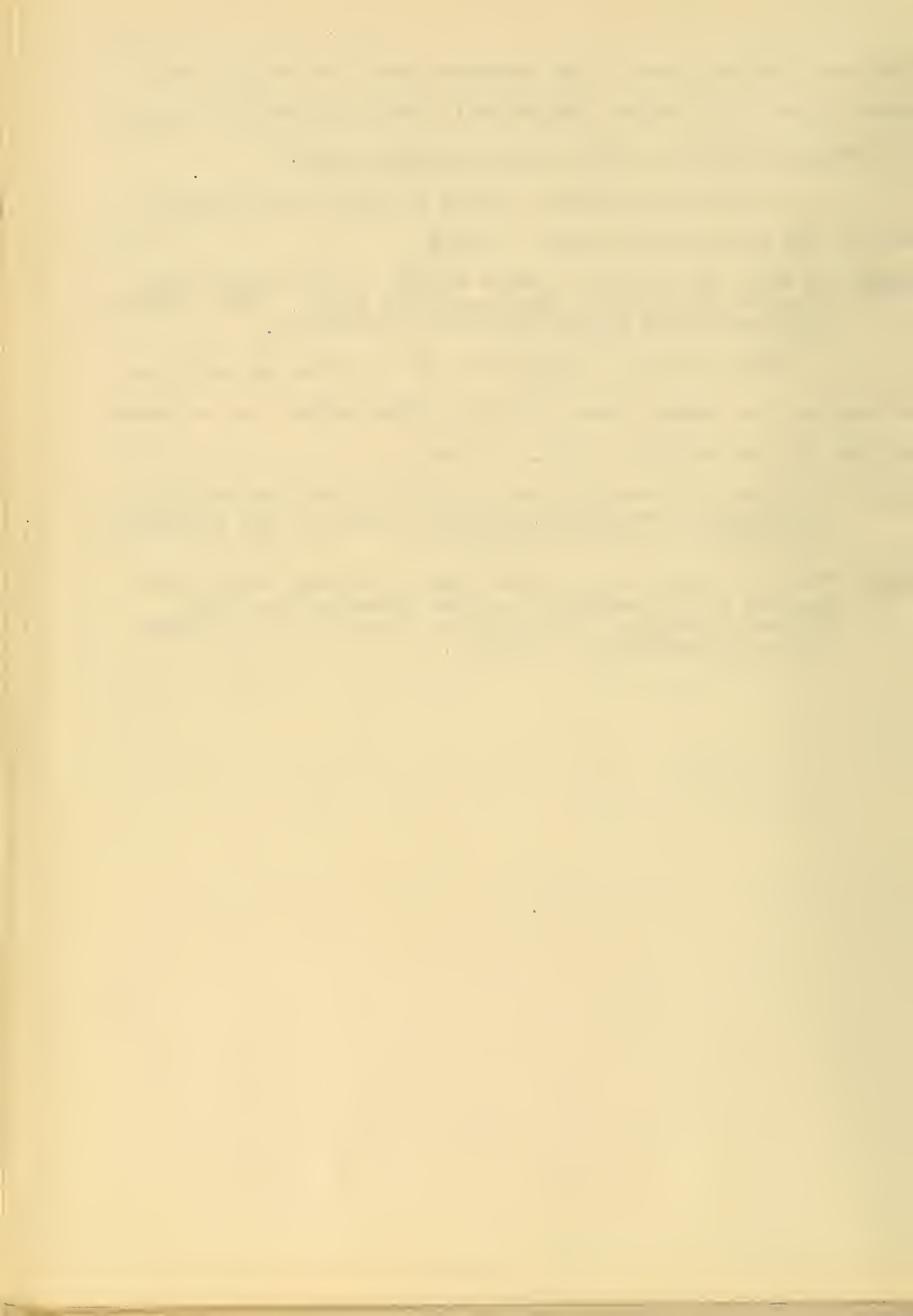
An understanding was reached by which the fraternity may use the house another year. It was

VOTED: To refer the matter of water supply for the Kappa Sigma house to the special committee named above. This committee is requested to report to the full committee.

There was also a discussion of the terms on which the College and the Kappa Sigma fraternity might effect the exchange of land for the athletic field. It was

VOTED: To refer the consideration of details for this exchange to the special committee, and this committee was requested to report to the full committee.

VOTED: That the Treasurer be authorized to present to the next meeting of the committee revised plans for the Fruit Storage building, in view of the reduction of the legislative appropriation to \$12000.





VOTED: That beginning July 1, 1910, the salary of Mr. Robert Knightly shall be \$1000. per year instead of \$900.

The committee considered carefully the location of the fruit storage building, the two sites suggested being on the hill back of the president's house, and on the area immediately south of the upper plant house. It was

VOTED: To locate the building on the hill.

VOTED: To authorize Mr. Ritchie to complete the sketches for the location of the agricultural group, with special reference to the relocation of the proposed dairy building on the site immediately north of the ravine, the building to run north and south as per the present plan.

The committee considered the matter of location of the animal husbandry building; it was

VOTED: To locate it substantially as follows: the south wall to be in line with the south wall of the milk room at the stable, the north and south axis of the building to be in line with the center of the horse barn.

VOTED: To authorize the Treasurer to prohibit smoking at all times in all rooms of the power plant except in the boiler and dynamo rooms, and to post appropriate signs.

VOTED: To authorize the Treasurer to sell the barn on the Westcott property for a sum not less than \$500., the amount arising therefrom to be expended on account of cost of a small brick addition to the power plant for the storage of steam fittings, etc.

VOTED: To authorize the Treasurer to rent the old creamery building for the next college year.

VOTED: To authorize the Treasurer to expend the rent money for the Harlow house for repairing the well and making minor repairs.

VOTED: That the matter of erection of a street car waiting room be left to the Treasurer with power, the cost to the college not to exceed \$300., the building to be built of concrete if feasible.





VOTED: Not to move the old insectary, but to authorize the Treasurer to make such internal repairs as are necessary to fit it for class rooms, after consultation with heads of departments which may be assigned to the building, the total cost not to exceed \$1000.

VOTED: That Mr. Ritchie be asked to present to the Treasurer a general color scheme for the repainting of the frame buildings of the campus.

VOTED: That the building of concrete walks should be postponed for the present.

VOTED: To authorize the Treasurer to build a concrete floor at the power house, over the boiler room, and that Mr. Ritchie be asked to advise with the Treasurer with respect to the details.

VOTED: To meet at the college August 5-6, 1910.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT  
OF GROUNDS.

President's Office, Amherst, July 1, 1910.

PRESENT: Messrs. Dickinson, Bowker, Gerrett, Wheeler, and  
President Butterfield.

President Butterfield presented a recommendation for the  
apportionment of the special legislative appropriation for  
equipment, and it was

VOTED: To accept the recommendation as follows:

Agriculture (Farm)	\$ 2500.
Chemistry	500.
Floriculture	400.
Horticulture (general)	600.
Lang. & Literature	100.
Library	1000.
Maintenance	750.
Dining hall	2000.
Market gardening	200.
Math. & Physics	200.
Military	400.
Political Science	25.
Pomology	600.
President's office	100.
Misc. on Pres. order	625.
	<u>\$10000.</u>

VOTED: To use gas from the Amherst Gas Company for the  
college and station laboratories, provided the  
company will furnish gas for a price not to exceed  
\$1.25 per M on a three years' contract, and the  
Treasurer was authorized to endeavor to make such  
a contract.

Mr. Gerrett reported that in his judgment Mr. Ritchie's  
plans for the repairs of the president's house should be carried  
out substantially as made; it was

VOTED: To adopt the recommendation, and to authorize the  
Treasurer to make the repairs, the total expenditures  
for the same not to exceed \$7000.



VOTED: That not less than one acre or more than three acres of land be set off as grounds appertaining to the president's house; and that the President be authorized to report to the committee in writing a definite plan to accomplish this purpose.

VOTED: To leave the details of expenditure of the legislative appropriation of \$15000. for equipment of the entomological building to the Treasurer, in consultation with heads of departments involved. It was understood however, that the cost of moving the departments from the old insectary and zoological museum and laboratory, should be charged to this appropriation.

VOTED: To adopt the recommendation of the President and Treasurer regarding the apportionment of the special legislative appropriation for repairs and minor improvements, giving to the President and Treasurer full authority to make minor changes in the items, provided the total expenditures shall not exceed the sum of \$25000. Following is the schedule:

President's house - - - - -	\$ 7000.
Miscellaneous - - - - -	5000.
Agriculture - - - - -	1000.
Horticulture - - - - -	800.
Botany - - - - -	150.
Library - - - - -	125.
P. & A. Chemistry (gas plant) -	1500.
Physical Education - - - - -	1000.
Military - - - - -	200.
Language and Literature - - -	40.
Registrar - - - - -	25.
Mathematics - - - - -	100.
Zoological rooms - - - - -	395.
Repairing insectary - - - - -	1000.
Painting buildings - - - - -	2000.
Chemistry - - - - -	400.
Clark Hall - - - - -	600.
Dairy barn - - - - -	450.
Dining hall - - - - -	2000.
Chapel - - - - -	537.
Drainage, entomological building	<u>1500.</u>
	\$25822.

The Treasurer presented bids offered for the erection of the animal husbandry building; the only bid presented was that of Allen Brothers of Amherst at \$9149. After discussion it was





VOTED: That the contract be awarded to Allen Brothers and that the Treasurer be authorized in consultation with Professor Foord, Allen Brothers, and Mr. Ritchie, to make changes necessary to bring the total cost within the appropriation of \$10000.

Professor Sears presented revised plans for the fruit storage building in order to meet the appropriation of \$12000. made in lieu of \$16000. as requested of the Legislature. It was

VOTED: That the matter of bids and details of plans for this building be left to the Treasurer and Professor Sears with full power, the building to be built and fully equipped within the appropriation of \$12000.

VOTED: To authorize the Treasurer to make the following payments on account of architects' charges for buildings for which no appropriation has been made:

\$80. to Mr. Wilcox for plans for residence for the head of the division of horticulture.

\$266.70 to Mr. Ritchie for plans for the residence for the Registrar.

(These two items to be paid out of current account and charged to special account.)

\$1000. to Mr. Ritchie on account for plans for the dairy building, this amount to be presented to the Auditor of the Commonwealth for payment.

The Treasurer reported that the Auditor of the Commonwealth had stated that \$2000. would be available for architects' fees for plans of buildings for which money was asked of, but not granted by, the Legislature. The Treasurer stated that this amount was not sufficient to cover the charges, and it was

VOTED: That the President and Treasurer be requested to appear before the Auditor to ask that such revision be made in this allotment as shall meet the charges incurred.

VOTED: That beginning July 1, 1910, the salary of Mr. Clarence Jewett shall be \$1100. instead of \$1000. per year.





MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND

ARRANGEMENT OF GROUNDS.

President's Office, Amherst, August 13, 1910, at 8.30 A.M.

PRESENT: Messrs. Dickinson, Bowker, Wheeler, and President Butterfield; also Mr. Kenney and Mr. Manning.

Mr. Manning presented and explained his final suggestions for the general plan of the development of the college grounds. After discussion, it was

VOTED: To request Mr. Wheeler, in conference with Mr. Manning, to formulate a recommendation to be presented to the Trustees, embodying the opinion of this committee relative to the adoption of Mr. Manning's plan.

VOTED: That Mr. Wheeler be requested to draft a report for the committee as to method of presentation of the plan of grounds to the entire board of Trustees.

VOTED: That the Commission on Buildings and Arrangement of Grounds be requested to make a final report to the Trustees, embodying a report by Mr. Manning, and accompanying plans for the development of the grounds, together with such other material concerning the work of the commission as may be appropriate for publication and permanent record.

The question of a suitable sewer system was discussed at length, and it was

VOTED: To authorize the expenditure of not to exceed \$150. for a survey and investigation, under the direction of Mr. Manning, of the present sewerage conditions on the college grounds and on property adjacent thereto, with a view to securing a legislative appropriation for an adequate sewerage system for the college estate.

The dormitory situation was presented; no vote was taken, but Mr. Manning was requested to confer with Mr. A. B. Allen and Mr. Ritchie, and make further <sup>report</sup> to the full board of Trustees at their next meeting to be held September 30th or October 1st.



Plans for the development of the athletic field and recreation ground were presented and discussed. It was

VOTED: That the matter of details of these plans be left to a committee consisting of Mr. Manning, Dr. Reynolds, and Mr. Noyes, with a request to report to this committee at as early a date as possible.

President Butterfield raised the question of the employment of a consulting architect, and it was

VOTED: To authorize the Employment by the Treasurer of Mr. James H. Ritchie as consulting architect for the balance of the present fiscal year, at a salary to be determined upon by the Treasurer; his services to be defined by the President and Treasurer; but this arrangement shall not bind the committee to employ Mr. Ritchie as architect for any building, nor shall it exclude him from competing with other architects for work at the college.

On recommendation of Mr. Kenney, it was

VOTED: To award the contract for the erection of the fruit storage building to Madison Cooper in accordance with his offer presented through Mr. Kenney.

VOTED: To authorize the Treasurer to employ an expert in heating and ventilating for the balance of the present fiscal year on such terms as the Treasurer may deem appropriate, the services of such an expert to be utilized in connection with those of Mr. Ritchie.

VOTED: To approve the project for the drainage of a portion of the Kellogg farm as recommended by Mr. Haskell, the total cost not to exceed \$75.

VOTED: To ask the incoming legislature for appropriations for the following projects: Dairy building,  
Enlargement of Draper Hall,  
Enlargement of West Experiment Sta;  
and to authorize the Treasurer to procure new estimates for the costs of these projects, in accordance with the provisions of the law.

VOTED: That the matter of supplying water for the house on the Harlow farm be referred to Mr. Dickinson and the Treasurer, with power.



VOTED: To authorize the Treasurer to provide temporary drainage for the new entomological building into the cess pool now receiving the sewage from the old insectary, and located near the south line of the college property.

VOTED: To authorize the Treasurer to provide for a suitable line fence along the east boundary of the Baker estate, provided that Mr. Warner bears one half the expense of same.





MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT  
OF GROUNDS.

President's Office, Amherst, September 30, 1910, at 8.30 A. M.

PRESENT: Messrs. Dickinson, Bowker, Wheeler, President Butterfield, Mr. Manning, Treasurer Kenney, and Professor Waugh.

Mr. Manning presented further details of the study of the plan of the grounds, and various features of these plans were discussed somewhat thoroughly.

Mr. Manning also presented plans and rough estimates for bungalow dormitories. After discussion, it was

VOTED: That Mr. Manning be requested to have prepared detailed plans and reliable estimates for bungalow dormitories sufficient to house 100 men; these plans and estimates are to recognize two or three different types of construction, the cost in any case not to exceed \$300. per man, inclusive of grading, and equipment for heating, lighting, etc.

Mr. Manning also presented tentative plans for the laying out of the new atheltic field; the committee after inspecting the proposed location of the field, adjourned until Saturday at 8.30 A. M.

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Meeting continued at 8.30 A. M. October 1st,  
at the President's Office.

The Treasurer reported that the Auditor of the Commonwealth had reversed his decision and had stated that he could not reimburse the College for payments on account of architects' fees for buildings for which no legislative appropriation had been made; the ground of his decision was partly that insufficient money was available for this purpose, and partly because he ques-





tioned the intent of the law to reimburse this particular institution. After discussion, it was

VOTED: To authorize the Treasurer to pay out of college funds such architects' bills as have already been approved by the committee, and on his accounts to carry the charge against these buildings when appropriation for them is made by the Legislature.

The question of appropriate location for the agricultural group of buildings was discussed at length, and in view of the suggestion that the present site of North College would be an admirable location for a main agricultural building, it was

VOTED: To authorize the Treasurer to secure estimates of cost for moving North College and the chemistry building to some suitable sites.

The Treasurer made a statement relative to certain improvements made at the President's house by Professor Brooks during his occupancy of the same; it was then

VOTED: To leave the matter to the Treasurer with authority to return to Professor Brooks such personal property as can be removed without damage to the house, and to pay not to exceed \$50. as reimbursement for property which cannot be removed.

On recommendation of the Treasurer, it was

VOTED: To release Allen Brothers from their bond covering the new entomological building.

VOTED: To authorize the Treasurer to expend not to exceed \$500. for grading the grounds of the entomological building, and to put in a cement walk subject to the approval of Mr. Manning and the chairman of this committee.

The Treasurer reported the proposition made by Mr. Ritchie concerning his acceptance of the position of consulting architect of the institution.

VOTED: To accept the proposition contained in Mr. Ritchie's letter of September 21, 1910.



Sept. 30 & Oct. 1/10.

The Treasurer reported that it would become necessary to secure a new chief engineer for the instution, and it was

VOTED: To authorize the Treasurer to employ such a man at a salary not to exceed \$1500. per year, also to arrange satisfactory duties for Mr. Wallace; this arrangement to be subject to the approval of the chairman of this committee and the president of the College.

VOTED: To authorize the Treasurer to present at a subsequent meeting of the committee, plans and reliable estimates for the two faculty houses under consideration last year.

The President presented to the committee the need of larger chapel accommodations in the near future, and it was

VOTED: To authorize the President to consult with Mr. Hoyt with regard to the best means of utilizing the present chapel.

The Committee inspected the site of the proposed dairy building, also the new entomological laboratory, and then adjourned to meet at the college on or about October 21st, with a request that the farm committee meet at the same time to consider the site of the agricultural group of buildings.





MINUTES OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS.

Hotel Bellevue, Boston, November 3, 1910, at 1 P. M.

PRESENT: Messrs. Dickinson, Bowker, Wheeler, Gerrett, and President Butterfield. Treasurer Kenney was also present.

VOTED: To include in the legislative budget for the coming winter an item of \$7500. for improvements at the west experiment station building.

Treasurer Kenney presented a bill of \$373.50 for services of Mr. Ellsworth as architect for the originally proposed improvements at the west experiment station, and it was

VOTED: To approve the payment of this bill.

VOTED: To include in the legislative budget for the coming winter an item of \$25000. for improvements at Draper Hall.

VOTED: To include in the legislative budget for the coming winter an item of \$20000. for a bungalow dormitory to house approximately fifty men.

VOTED: To include in the legislative budget for the coming winter an item of \$75000. for the construction and complete equipment of a dairy building.

VOTED: To include in the legislative budget for the coming winter the following items:

Equipment, . . . . .	\$15000.
Repairs, . . . . .	20000.
Minor improvements, . . . .	25000.
Dwelling houses for professors	20000.

Mr. Manning reported in regard to a sewer system for the institution, and the relationship of the same to the village.  
It was

VOTED: To refer the matter to a special committee to consist of Mr. Dickinson, Mr. Wheeler, President Butterfield, and Treasurer Kenney; this committee to study the problem of a college sewer system and its relationship to the Town of Amherst; the committee to have

Special Committee on Sewer.





Nov. 3, 1910.

power to prepare a bill or resolve for the next legislature, carrying appropriations for the sewer system, if such a course seems to them best.

Mr. Harold L. Frost and Mr. Robert D. Lull appeared before the committee and presented the plan of their fraternity (Phi Sigma Kappa) erecting a fraternity house on the site owned by the corporation of that fraternity. No vote was taken on this matter.

VOTED: To ask the incoming legislature for an annual appropriation of \$5000. for grounds.

Summary of items for the legislative budget for the coming winter, authorized by the committee on Buildings and Arrangement of Grounds:

Improvements, west experiment station building,	\$ 7500.
Improvements, Draper Hall, . . . . .	25000.
Bungalow dormitory, . . . . .	20000.
Dairy building and equipment, . . . . .	75000.
Equipment, . . . . .	15000.
Repairs, . . . . .	20000.
Minor improvements, . . . . .	25000.
Dwelling houses for professors, . . . . .	<u>20000.</u>
	\$207500.



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF  
GROUNDS.

Amherst House, December 21, 1910, 12 o'clock Noon.

PRESENT: Messrs. Dickinson, Gerrett, Wheeler, President Butterfield,  
and Treasurer Kenney.

The Treasurer stated that the arrangement with Mr. Ritchie as  
Consulting Architect expired November 30. It was

VOTED: To employ Mr. Ritchie for the fiscal year Further em-  
ending November 30, 1911, on the same terms ployment of  
as last year. Mr. Ritchie.

The vote of the Committee on Finance, recommending to the Com-  
mittee on Buildings and Grounds that the item for two faculty  
houses be taken out of the legislative budget, and recommending  
some form of land leases to employes of the College for building  
purposes, was presented. It was

VOTED: To take out from the legislative budget the item  
for two faculty houses.

The question of land leases to college employes was taken up  
and discussed at some length. It was

VOTED: To request a special committee, consisting Lease of  
of Mr. Gerrett, the President, and the Treas- build-  
urer, acting under the legal advice of Mr. M. ing  
F. Dickinson, to formulate a plan which may lots.  
become the basis of a system of building lots  
to employes of the institution, and to report  
this plan to a subsequent meeting of the full  
committee.

The Treasurer presented a communication from Mr. Ritchie,  
calling attention to the increase of rates for services of ar-  
chitects as adopted by the American Institute of Architects in  
1908. After discussion, it was

VOTED: To accept the new rates for regular architectural Rates



Dec. 21, 1910.

services on new business awarded after January 1, 1911.

for architects' services.

Mr. Ritchie presented amended plans for the proposed dormitory. He demonstrated that a one-story building would not be desirable, and a letter was read by the President from Mr. Manning stating that he had become convinced that under the circumstances Mr. Ritchie's plan for a two-story building was superior to the former plan. It was then

VOTED: To amend the plans for the proposed dormitory by substituting the second-story plan for the former one-story plan, and voted further to authorize Mr. Ritchie to complete the plans and specifications, and to authorize the Treasurer to procure the estimates required by law, - all this material to be in the hands of the Trustees by January 20th if possible.

Plans for two-story dormitory.

President Butterfield presented a report from Professor F. F. Moon in regard to the character and value of the so-called "Merrick Woods" in the southeast part of the town of Amherst. After discussion, it was

VOTED: To recommend to the Trustees that they cooperate with the citizens of Amherst in recommending to the Legislature that the "Merrick Woods" be purchased by the State and held permanently as a state reservation, the control and custody of the same to be placed in the hands of the Trustees of this College.

Merrick woods.

President Butterfield read the correspondence between Professor Waugh and Mr. Manning, relative to an arrangement by which the latter became permanently associated with the Department of Landscape Gardening, both as adviser and instructor. After discussion, it was

VOTED: That Mr. Wheeler and President Butterfield be requested to formulate the preliminary terms of agreement with Mr. Manning, by which some such relationship may be effected.

Agreement regarding Mr. Manning.



Dec. 21, 1910.

Mr. Wheeler reported an inspection of the site of the proposed athletic field, and it was

VOTED: To request Mr. Manning to readjust the location of the field so as to give more room for the recreation ground on the east side of the present Lincoln Avenue. Relocation of athletic field

President Butterfield called attention to the fact that the plans for the development of the athletic field cannot go forward until there has been an exchange of land with the Q. T. V. and Kappa Sigma fraternities. The matter was discussed at some length, but no vote was taken.





MINUTES OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS.

Hotel Bellevue, Boston, January 5, 1911, at 1. P.M.  
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PRESENT: Messrs. Dickinson, Bowker, Gerrett, Wheeler, President Butterfield and Treasurer Kenney.

The Treasurer presented a letter from Allen Brothers, contractors for the entomological building, asking for an allowance of \$200. for the building of the Hitchcock Collection case. The claim was endorsed by Mr. Hoyt and the Treasurer, and it was

VOTED: To pay Allen Brothers \$200. for building the Hitchcock Collection case in the entomological building, same to be paid out of the special appropriation for equipping the building.

The President presented a request from Dr. Wellington that room #7 of the chemical building be fitted up for use by advanced students in chemistry. It was

VOTED: To authorize the Treasurer to make the changes desired at an expense not to exceed \$700.

The question was raised with respect to the site of the proposed dormitory, and Mr. Ritchie was requested to consider tentatively in making the plans, a location between the drill hall and the veterinary laboratory. A similar question was raised as to the location of the dairy building; Mr. Ritchie was asked to complete the plans for the dairy building, the exact location to be determined at a future meeting.

There was a general discussion of the problem of procuring a competent engineer for the college. The President made a brief report of progress in Mr. Hoyt's plans for enlarging the chapel.

The sub-committee appointed to outline a plan for leasing land on the college estate to employees and fraternities for building purposes, made a report. It was



VOTED: To recommend to the Trustees that the Legislature be asked to pass a resolve granting authority to the Trustees to make such leases.



MINUTES OF COMMITTEE ON BUILDINGS AND ARRANGEMENT OF GROUNDS.

Hotel Bellevue, Boston, January 20, 1911, at 12.00.  
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PRESENT: Messrs. Dickinson, Wheeler, Preston, President  
Butterfield and Treasurer Kenney.

Mr. Clarence P. Hoyt presented tentative plans for the enlargement of the Chapel building. No action was taken, the decision being left to a future meeting.

Mr. Parsons, on behalf of Mr. Ritchie, presented plans and specifications, as revised, for a two-story dormitory. The estimate for this structure was \$25,000., and it was

VOTED: To authorize the Chairman of the Committee and the Treasurer to present to the Legislature the necessity for an increase of the appropriation for the proposed dormitory from \$20,000 to \$25,000.

Mr. Manning's revised plans for the location of the proposed athletic field were presented and discussed, and it was

VOTED: That the matter be left with the President with the request to report back to the Committee with suggestions for the future development of the plans.

A general discussion ensued concerning the details of the terms of proposed leases of land to individuals and societies connected with the college for building purposes, and Mr. M. F. Dickinson was requested to draw up a form of lease to be presented to the Governor and Council for their approval.





MINUTES OF COMMITTEE ON BUILDINGS AND GROUNDS.

Office of the President, Amherst, April 21, 1911 at 8:30.a.m.  
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PRESENT: Trustees Dickinson, Preston, Wheeler, and  
President Butterfield; Treasurer Kenney also  
met with the committee.

It was

VOTED: To authorize the Treasurer to allow Tennis Court  
the Beta Kappa Phi fraternity to for B.K.P.  
place a tennis court on the ground fraternity.  
north of the chemical laboratory,  
subject to such rules as he may  
prescribe.

Treasurer Kenney made a statement concerning can-  
didates for the position of assistant engineer, and on  
his recommendation it was

VOTED: That the President and Treasurer be Employment  
authorized to employ Mr. P. C. Schroy- of  
er of Michigan as assistant engineer P.C.Schroyer.  
at a salary of \$1000 a year.

On presentation by the Treasurer of a bill from  
Professor Woodbridge, it was

VOTED: To approve the payment of Professor Woodbridge's  
Woodbridge's bill of \$51.45 for ser- bill.  
vices in connection with changes in  
the plan of heating the proposed dairy  
building.

Professors Foord and Graham presented plans for the  
new poultry plant. After explanation and discussion it  
was

VOTED: That the Treasurer be authorized to Expenditure  
erect buildings in accordance with for  
these plans, and on the following Poultry Plant.  
schedule of estimates; payments on  
same to be made from the special ap-  
propriation of \$5000 made by the leg-  
islature of 1910:



Laying Houses - - - -	\$1200.00
Incubator House - - -	1231.00
Yards - - - - -	100.00
Brooder Houses - - -	879.00
Colony Houses - - - -	350.00
	<hr/>
	\$3760.00

Steam line extension - - - - -	\$ 300.00
Supplies and current maintenance - -	850.00
	<hr/>
	\$1150.00

Three students, Messrs. Smith and Pursley of the senior class and Parker of the junior class, presented a plan for the remodeling of the entrances to the present Social Union Room, and other changes. After discussion it was

VOTED: To request Mr. Ritchie to study the **Remodeling** plan and report to the committee at **Social Union** a future meeting, with recommendations. **Room.**

Professor Waugh presented a project for the location of the new apiary. After visiting the various available sites, it was

VOTED: To locate the apiary on the site of **Location** the "old creamery" building. **of apiary.**

Also it was

VOTED: To request the Treasurer, after consultation with Doctor Gates and Mr. **Apiary** Ritchie, to present plans and estimates **Buildings.** for the new apiary buildings and for the disposal of the "old creamery" building.

Professor Waugh presented an informal plan for the temporary use by the horticultural division of the "Louisa Baker" land. It was

VOTED: To adopt the recommendation. **Use of** **Louisa Baker** **land.**

Plans drawn by students in landscape gardening for the proposed street car waiting room were presented, and after discussion it was



VOTED: To authorize the Treasurer to erect **Street car** such a building as soon as possible, **waiting** the structure to be built of brick **room.** and concrete, and plans to be approved by Professor Waugh and Mr. Ritchie.

A question was raised relative to the desirability of the present location of the walks in front of the entomological building. A suggestion from Professor Fernald was presented. After discussion it was

VOTED: To approve the plan for entomological walk as now laid down with the addition of temporary extensions **Walks for entomological building.** across the corners. The Treasurer was authorized to construct on this plan a walk of concrete removable flag-stones, with the exception of the platform in front of the steps which shall be of concrete.

Professor Waugh raised a question concerning the removal of certain spruce trees in front of the entomological building, and after discussion it was

VOTED: To authorize Professor Waugh to **Cutting of trees.** remove such trees on the Stockbridge Road, and on the axis walk, as he shall mark for removal after consultation with Mr. Manning.

In the evening at the President's house, in consultation with Mr. Manning and Mr. Ritchie, there was a full discussion of the question of the location of the proposed agricultural group.

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The committee re-convened at the President's office at 9:30 A.M., Saturday, April 22.

PRESENT: Trustees Dickinson, Gerrett, Wheeler, and President Butterfield. Trustee Ellis was also present and sat with the committee.



Bills from Mr. James H. Ritchie for revision of plans for proposed dormitory and proposed dairy building were presented by the Treasurer, and after discussion it was

VOTED: To refer the matter to the Chairman of the committee with power. Ritchie's bill.

The President reported concerning the repairs made at the President's house, mentioning some things yet needed, and after discussion it was

VOTED: To approve future repairs at the President's house, such as latticed enclosure, awnings, painting, etc., same to be made out of the forthcoming legislative appropriation for repairs. Repairs at President's house.

Also it was

VOTED: To leave the matter of satisfactory heating of the President's house to the President and the Treasurer with power. Heating President's house.

Also it was

VOTED: To refer the question of building a new porch at the President's house to the President and Treasurer with power. Further repairs at President's house.

President Butterfield presented a memorandum containing a tentative proposal for the policy on the part of the Trustees relative to the erection of houses by fraternity corporations. It was the sense of the committee that further discussion on this matter should ensue at a future meeting, and on recommendation of the President it was

VOTED: To authorize the President to issue a call for a conference on the subject of fraternity houses, to be held at the college, and to be participated in by the committee and by representatives of the Faculty, of the fraternity corporations, and of the student membership of the fraternities. Fraternity conference.





The committee again went over on the ground the matter of location of proposed new buildings and noted sites staked out by Mr. Manning and Professor Waugh. It was

VOTED: To locate the proposed new dormitory on the site directly north of the veterinary building. Location of Dormitory.

It was

VOTED: To locate the agricultural group on the site west of Draper Hall, including the location of the dairy building just north of the ravine and west of the present farm house. Location of Agricultural group.

It was

VOTED: To request the Treasurer to present plans and estimates for the removal and further use of the present farm house, or so-called Fitts house. Farm House.

It was

VOTED: To accept the general location of the proposed chemical laboratory on the land lying between the present horticultural barn and the administration building of the experiment station. Location of Chemical Laboratory.

In this connection it was also

VOTED: To authorize the President to present a project for a new chemical laboratory, and somewhat detailed suggestions for a wing or portion of proposed laboratory, which may be built in the near future, and may be available for the research work in chemistry. Plans for Chemical-Laboratory

After viewing the parcel of land known as the Newell farm, it was

VOTED: To ask Professor Foord to secure an option for ninety days on this farm, provided Mr. Gerrett and Mr. Ellis approve. Option on Newell land



MINUTES OF COMMITTEE ON BUILDINGS AND GROUNDS.

Office of the President, Amherst, June 8-9, 1911.

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**PRESENT:** Trustees Gerrett, Preston, Wheeler, and President Butterfield; also by invitation Trustees Gleason and Hosmer and the Treasurer.

In the absence of Mr. Dickinson, Mr. Wheeler was elected temporary chairman.

President Butterfield presented for further discussion the memorandum concerning rules governing fraternity houses which had been discussed at a prior meeting. After further discussion, it was

VOTED: That the college will permit and encourage the erection of fraternity rooming houses. **Fraternity houses.**

It was also

VOTED: That the memorandum be presented to the fraternity conference as substantially the views of the committee, subject to amendment.

Mr. Herbert W. Blaney of the senior class presented plans for the remodeling of the Social Union room as revised by Mr. Ritchie, and argued for the change. It was

VOTED: To recommend to the Trustees that the changes in the Social Union room be made at a cost approximating \$800., and that the Treasurer be authorized, in consultation with Mr. Ritchie, to make these repairs out of the special legislative repair fund. **Plans for Social Union Room.**

Mr. Wheeler reported a consultation with Mr. Johnson, the engineer, relative to sewerage system. It was

VOTED: To request Mr. Hosmer to act with Mr. Wheeler as a sub-committee to secure further information in regard to the cooperation between the town of Amherst and the college in the matter of sewage disposal. **Sewage disposal.**

President Butterfield made reports on the following points: That Mr. Ritchie will be asked to submit a report in



regard to the general policy of providing adequate au- Auditorium  
ditorium space; that steps were being taken to secure the space.  
transfer of the property of the college to the common- Transfer of  
wealth in accordance with the new law; and that the bill college pro-  
authorizing the Trustees to make leases of land to members Lease of  
of the Faculty and to fraternity corporations had become land.  
a law.

Professor Foord and Mr. Ritchie presented tenta-  
tive plans for the agricultural building. After discussion,  
it was

VOTED: To report these plans to the Trustees for Plans for  
further consideration. Agricultural  
Building.

Professor Foord reported that thus far Mr. Newell  
had refused to give an option on his farm land, but that ne- Newell  
gotiations were still in progress. land.

President Butterfield reported that the Owen land  
was now on the market. Mr. Duane Nash appeared before the Owen  
committee, and said that the lowest price for the land would land.  
be \$6000. Professor Sears presented a memorandum and argu-  
ment in respect to the great need of the land for horticul-  
tural purposes.

It was

VOTED: To refer the projects for purchase of the Newell  
farm and Owen land to the Trustees, with recom-  
mendations that both parcels be purchased, if  
suitable financial arrangements can be made.

Mr. Wheeler, to whom had been referred Mr. Ritchie's  
bill for revising plans for the dairy building and the dormi-  
tory, reported that Mr. Ritchie had modified his bill somewhat,  
and recommended payment in accordance therewith as follows: for





the dairy building, \$850, for the dormitory \$271.23.

Treasurer Kenney reported a bill of Mr. Emory A. Ellsworth of \$291. for architect's fees in connection with plans for additions to Draper Hall. It was

VOTED: To authorize the Treasurer to make payments to Mr. Ritchie and Mr. Ellsworth in accordance with the above bills as follows: Mr. Ritchie, \$1121.23; Mr. Ellsworth, \$291.

Bills:  
Messrs.  
Ritchie and  
Ellsworth.

President Butterfield reported negotiations with Mr. John L. Graves relative to his making a survey of his forest tract on Mt. Toby. Mr. Graves does not wish to have a survey made until autumn.

Survey of  
Mt. Toby.

\* \* \* \* \*

In the evening the committee met with the fraternity conference called on authorization of the committee, to consider rules and regulations governing fraternity houses. The conference was attended by members of the Faculty, and alumni and students representing the various fraternities, to the number of nearly forty, and there was a frank discussion of various phases of the question.

Fraternity  
Conference..

\* \* \* \* \*

The committee re-convened Friday morning at the President's office.

PRESENT: Trustees Bowker, Preston, and Wheeler, and President Butterfield. Mr. Wheeler was in the chair.

A conference was held with representatives of the Phi Sigma Kappa fraternity relative to plans for building a fraternity house on land now owned by the fraternity. Conferences were also held with the trustees of the Kappa Sigma fraternity and members of the corporation of the Q.T.V. fraternity relative to purchase of land now owned by the fraternities and needed for the



athletic field.

After discussion, it was

VOTED: To recommend to the Trustees the purchase of the **Q.T.V.** lands owned by the Kappa Sigma and **Q.T.V.** fratern- **and** ities at a value to be appraised, and recommending **Kappa** further that, so far as may be necessary, the Trus- **Sigma.** tees of the college borrow money to carry the pro- **Proper-** perty until such time as the college may deed land **ty.** to the fraternities in exchange for these parcels, or may secure gifts or appropriations for final purchase by the commonwealth. It was

VOTED: To recommend to the Trustees the approval of the **Phi** project of the **Phi Sigma Kappa** fraternity to erect **Sigma** a fraternity, **house** upon the land now owned by the **Kappa** fraternity, provided that the plans shall meet the **House.** approval of the committee with respect to cost, sanitation, and exterior appearance, and provided also that when erected, the house shall be subject to such rules and regulations for the governance of the fraternity house as may be adopted concurrently by the Trustees and representatives of the fraternities.

After further discussion with the Trustees of the **Appraisal** Kappa Sigma fraternity, the following names were agreed upon, **of** as appraisers of the land owned by the fraternity: Mr. Edward **Kappa Sigma** D. Bangs of Amherst, Mr. A. B. Allen of Amherst, Mr. W. R. **Proper-** Brown of Amherst; as alternates, Mr. William T. Chapin of Am- **ty.** herst, Mr. Charles E. Wakefield of Amherst, and Mr. Stanley A. Phillips of Amherst.

It was

VOTED: To authorize the President and the Treasurer to **Appraisal** arrange for this appraisal and to secure, if pos- **of** sible, the appraisal of the **Q.T.V.** lot by the same **Q.T.V.** appraisers. **Property.**

It was

VOTED: To authorize the President and Treasurer to submit to the Trustees a memorandum covering the views of the committee relative to a method of financing the purchase of the following parcels of land: the Newell farm, the Owen lot, the Kappa Sigma fraternity land and the **Q.T.V.** lot.



It was

VOTED: That the salary of Mr. Clarence A. Jewett be      Salary of  
\$1200 a year, same to take effect September      Mr. Jewett.  
1, 1911.

VOTED: That the salary of Mr. Robert Knightly be      Salary of  
\$1050 a year, same to take effect September      Mr. Knightly.  
1, 1911.

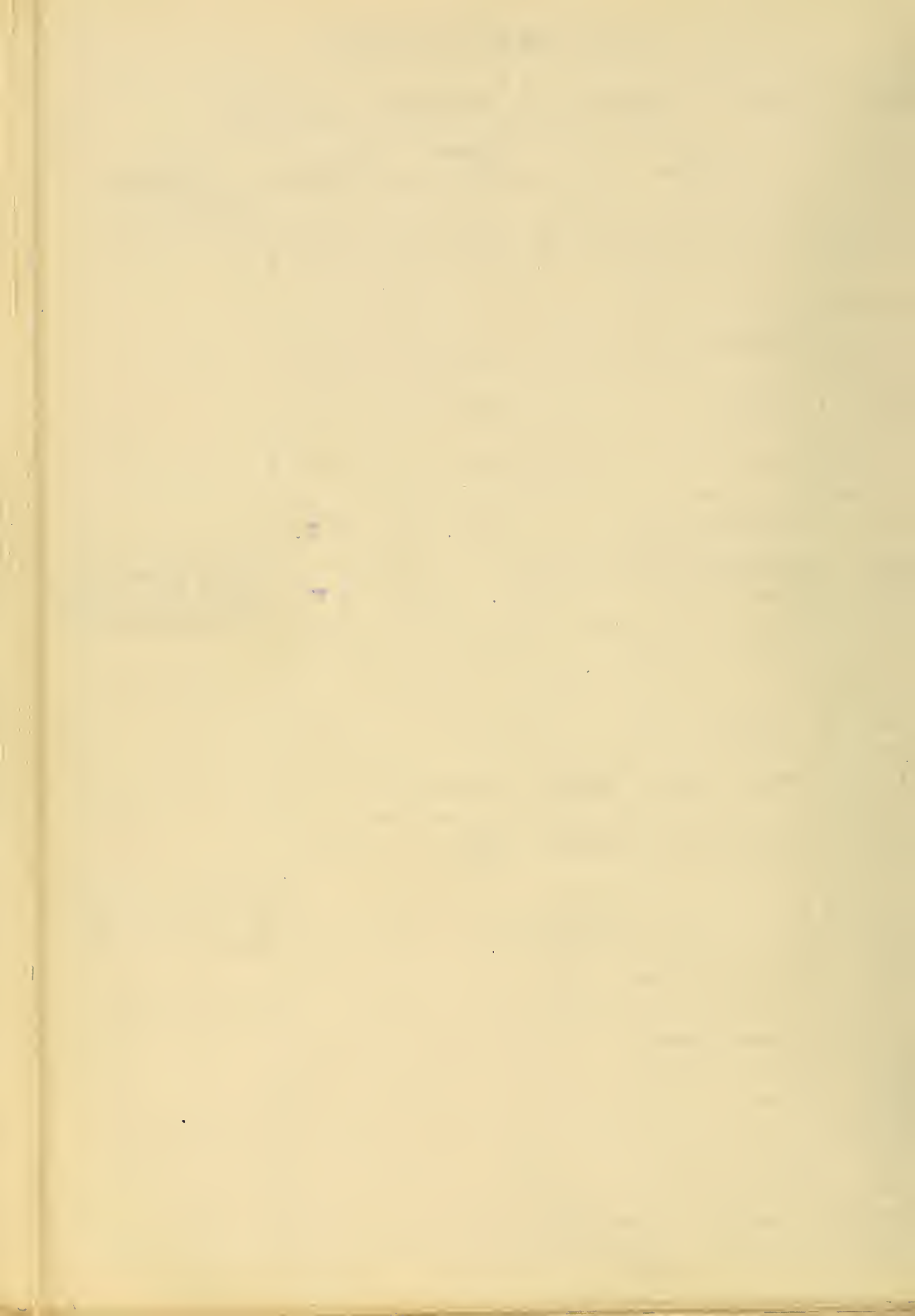


- - - - LIST OF COMMITTEE MEETINGS. - - - -

Trustees Committee on BUILDINGS AND ARRANGEMENT OF GROUNDS.

Date	Place	Notices sent	Minutes	Remarks
1909				
March 12	Wilder Hall, Amherst	March 8	O. K.	Preceded by m't'g of Com.
May 14-15	Amherst	May 11	O. K.	
June 17,	University Club	June 14,	O. K.	
July 24,	Amherst	July 12	O. K.	
Oct. 8,	Amherst,	Oct. 1,	O. K.	
Dec. 21,	Exchange Club,	Dec. 17	O. K.	
1910 Jan. 5-6	University Club State House	Dec. 29, '09	O. K.	First meeting pre ceded by meeting of Commission.
May 19,	Hotel Bellevue	May 14,	O. K.	
June 15,	Exchange Club	June 10,	O. K.	
July 1,	Pres. Office, Amherst	June 29	O. K.	
Aug. 13,	Pres. Office, Amherst	Aug.	O. K.	
Sept. 30,	Pres. Office, Amherst	Sept. 20,	O. K.	Meeting continued at 8.30 A.M. Oct. 1st.
Nov. 3,	Hotel Bellevue		O. K.	
Dec. 21	Amherst House	Dec. 16	O. K.	
1911. Jan. 5,	Hotel Bellevue	Dec. 31, '10	O. K.	
Jan. 20,	Hotel Bellevue	Jan. 16,	O. K.	
April 21-22	Pres. Office, Amherst	April 15,	O. K.	





MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Bellevue Hotel, Boston, June 27, 1911.

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PRESENT: Messrs. Wheeler, Bowker, Preston, President Butterfield, and Treasurer Kenney.

Mr. William Johnson was present by invitation and took part in an informal discussion of the general question of cooperation between the college and the town of Amherst in the disposal of sewage. It was

VOTED: To authorize the President to confer with the selectmen of the town of Amherst, particularly with reference to the attitude of the selectmen toward the employment by the college of Mr. Johnson as consulting engineer the college sewerage system. Employment of Mr. Johnson.

It was

VOTED: To recommend to the commission on Buildings and Grounds that there should be held a meeting of the Commission in connection with the next meeting of this committee at Amherst, July 28-29, 1911. Meeting of Commission on Buildings & Grounds

A question was raised in regard to the best method of submitting estimates for legislative appropriations to cover the items of repairs, department teaching equipment, and general improvements. It was pointed out that under the law requiring estimates to go to the auditor by November 15, it is almost impossible to prepare close figures and careful estimates in detail, in connection with repairs and similar items, by the time of the Trustees' meeting early in November. After discussion, it was

VOTED: To authorize the President to submit to the committee in the autumn, and for consideration by the Trustees, estimates on these items in round figures, which are to be considered as a part of the legislative budget to be sent to the auditor of the commonwealth, but which may be revised by the Trustees themselves at the annual meeting, on the basis of detailed projects and estimates. Estimate for Legislative appropriations.



It was

VOTED: That Professor Waugh and Professor Hasbrouck be invited to appear before the committee at its next meeting in Amherst to discuss the question of housing accommodations for themselves.

It was

VOTED: To authorize the Treasurer to employ a head **Employment** janitor for the institution, beginning Decem- **of head** ber 1; to submit to a subsequent meeting of the **janitor.** committee a general plan for the college janitor service; and at that time to invite heads of departments to discuss the plan with the committee.

Mr. W. H. Caldwell of the class of '87, trustee for the Kappa Sigma fraternity, appeared and there was further discussion of the methods by which the college might obtain possession of the Kappa Sigma property. Treasurer Kenney reported that the appraisers authorized by the committee had reported a valuation of \$6000 on the house and lot and \$1200 on the vacant lot - a total of \$7200. It was

VOTED: To leave this whole question to a sub-committee consisting of Mr. Preston and Treasurer Kenney, with full authority to arrange for the purchase of the land on the best terms possible, and for the financing of the purchase with the Savings **Kappa Sigma** Bank, or other financial institution, in what- **fraterni-** ever way seems best to protect the interests of **ty proper** the college. **-ty.**

It was

VOTED: To authorize the Treasurer to advertise for bids **Bids** for the construction of the proposed dairy build- **for** ing as soon as the appropriation bill for the **Dairy** same is passed, the bids to be in the hands of **Building.** the Treasurer not later than July 28.

It was suggested that the President request Professor Foord to consult with the heads of departments in the Division of Agriculture relative to the plans for the proposed agricultural building, and to submit to Mr. Ritchie, not later than July 15, any further suggestions for changes in the tentative plans.





It was

VOTED: To empower Treasurer Kenney to purchase the **Purchase of**  
Owen land on the best terms possible. **Owen land.**

It was

VOTED: To lay the question of the purchase of the **Purchase of**  
Newell land upon the table until the next **Newell land.**  
meeting of the committee.

President Butterfield reported an interview with the of-  
ficials of the Q. T. V. corporation, and after discussion it  
was

VOTED: To request the Treasurer to negotiate with the **Negotia-**  
corporation on the following basis: **tions for**

1. An exchange of land with the fraternity **fraternity**  
corporation on appraisal of both parcels to **land.**  
be exchanged: in case the exchange of land  
of equal values is not satisfactory, the  
question of payment to the fraternity part-  
ly in land and partly in cash to be discussed.

2. Direct purchase by the college on appraised  
value.

3. In either case, if the plan of an appraisal  
is not satisfactory, the fraternity is asked to  
set a price at which it will sell to the college.

4. The fraternity is also asked to appoint a com-  
mittee with full authority to negotiate the sale  
of land to the Trustees of the college.

It was

VOTED: To authorize the Treasurer to make the improve- **Improve-**  
ments at the West Experiment Station building **ments at**  
as soon as the legislative appropriation of **West Experi-**  
\$7500 for this purpose is available. **ment Station.**

The following apportionment of the item of \$10,000 in the  
legislative appropriation for teaching and office equipment  
was voted by the committee:

Agriculture	\$ 400.00	<b>Apportionment</b>
Chemistry	300.00	<b>of appropriation</b>
Floriculture	125.00	<b>for equipment.</b>
Forestry	1000.00	
General Maintenance	4000.00	





Landscape Gardening	\$ 600.00
Language & Literature	100.00
Library	125.00
Math. & Physics	750.00
Military	1000.00
Physical Education	150.00
Political Science	25.00
Pomology	300.00
Pres. Office	250.00
Zoology & Geology	200.00
	<hr/> 9325.00
President's Order	<hr/> 675.00
	<hr/> \$10000.00

The following apportionment of the item of \$10,000 in the legislative appropriation for repairs was

VOTED:

Repairs - 1911.

Apportionment  
of appropriation  
for repairs.

Agriculture	\$150.00
Botany	75.00
Entomology	100.00
Experiment Station	75.00
Floriculture	300.00
General Maintenance	9000.00
Painting College Bldgs.	\$2500.
Lunch Room	2000.
Sundry Repairs, storage connection with Heating Plant.	<u>4500.</u>
Miscellaneous Repairs	<hr/> 5300.00
	<hr/> \$15000.00

It is understood, however, that the item of \$2000 for the installation of a lunch room in Draper Hall shall be left in abeyance until further vote of the committee.

The following apportionment of the item of \$10,000 in the legislative appropriation for general minor improvements was

VOTED:

General & Minor Improvements - 1911.

Apportionment  
of appropriation  
for  
improvements.

Agriculture, Sheep Shed	\$ 1400.00
Pasture	2000.00
Entomology, Apiary	1500.00
Experiment Station	
Floriculture	
General Horticulture	



General Maintenance		\$9600.00
Fire Apparatus	\$1000.00	
Arch boiler plates and cond.	600.00	
Coal storage	2500.00	
Walks	3000.00	
Sundry Improvements	2500.00	
Pomology		<u>500.00</u>
		\$15000.00

The question of the use of \$2000 for pasture, \$1400 for erection of sheep sheds, and \$1800 for new stable at the new stock barn to be decided at a later meeting of the committee.



MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

President's Office, Amherst, July 28, 1911, at 12 o'clock.

---

PRESENT: Messrs. Wheeler, Bowker, Preston, and President Butterfield.

The bill of Professor Williston of Harvard Law School, Bill of to the amount of \$300, for legal services in connection Professor with the transfer to the Commonwealth of the titles of the Williston. college land, was presented, and it was

VOTED: To authorize the President to approve the bill.

The President reported that, acting under vote of the committee, he had consulted with the selectmen of the town of Amherst, and that they had no objection to the employment by the college of Mr. Johnson of Boston as consulting engineer in connection with the work on the college sewerage system. It was then

VOTED: To request the special committee on this sub-Employment ject, Messrs. Wheeler and Hosmer, to consult of Mr. with Engineer Johnson relative to serving the Johnson. college in the capacity of engineer for the college sewerage system, the committee to have power to employ him for such time and on such terms as they may arrange.

The Treasurer expressed a desire to consult with Professor Woodbridge about the problem of enlarging the heating main across the ravine, in view of the location of the proposed agricultural group, and it was

VOTED: To authorize the Treasurer to consult with Pro-Consultation fessor Woodbridge in regard to the project for with the enlargement of the heating main across the Professor ravine. Woodbridge

A memorandum was presented which had been prepared by President Butterfield, Professor Waugh, and the Treasurer, relative to the building of walks on the college grounds during the present



season, together with estimates for the same. In accordance with this memorandum it was

Construction of  
new walks.

VOTED: To authorize the construction of walks out of the special legislative appropriation as follows:

1. Main walk from President's house,---- \$300.
2. South walk from President's house --- 100.
3. South of chapel to Draper Hall----- 1000.
4. North and South Colleges ----- 200.
5. Draper Hall to waiting-room(Cinder)-- 300.
6. Entomological building cement blocks- 250.
7. Clark Hall switch to Olmstead road -- 370.
8. Draper Hall to Experiment Station.(cin) 215.

Total-----\$2735.

Bids for the construction of the dairy building and for the heating and plumbing of the same were received as follows:

Construction.

H. Wales Lines Co., Meriden, Conn. - - - -	\$54,700.
Dewing & Horan, Boston, Mass.- - - - -	55,248.
Hooper-Waters, Boston, Mass. - - - - -	56,687.
C. W. Mead, Boston, Mass. - - - - -	57,758.
Allen Brothers, Amherst, Mass. - - - - -	59,162.
Tyson Construction Co., Boston, Mass. - - -	62,480.
Cunningham Brothers, Lynn, Mass. - - - -	63,510.
F. F. Jonsberg Co., Boston, Mass. - - - -	63,990.

Plumbing.

Wm. H. Mitchell & Sons, Boston, Mass. - - -	\$2290.
Sullivan & Carmody, Holyoke, Mass. - - - -	2686.
Wykoff & Lloyd, Springfield, Mass. - - - -	3000.
John O'Connell, Boston, Mass. - - - - -	3333.
Pierce & Cox, Boston, Mass. - - - - -	3397.
Nichols & Drown, Lynn, Mass. - - - - -	3397.
Mutual Plumbing & Heating Co., Amherst, Mass. -	3500.





Heating.

Wyckoff & Lloyd, Springfield, Mass., -----\$3687.  
Hern Furlong Co., Boston, Mass. ----- 3933.  
George McLean Co., Springfield, Mass. ----- 4100.  
A. B. Franklin & Son, Boston, Mass. ----- 4100.  
Pierce & Cox, Boston, Mass. ----- 4173.  
Holyoke Valve & Hydrant Co., Holyoke, Mass. -- 4195.  
Lynch & Woodward, Boston, Mass.----- 4263.  
William H. Gallison, 36 Oliver St., Boston.--- 4544.

After discussion it was

VOTED: To authorize the Treasurer to close with the **Contracts** lowest bidders the contracts for the construc- **for** tion of the dairy building, after consultation **Dairy** with Mr. Ritchie, Professor Foord and Professor **Building.** Lockwood, and after making with these persons such adjustments in the details of construction as shall be satisfactory to them.

Professor Foord presented the need of the Farm Department for the erection of sheep sheds out of the new legislative appropriation, stating that the enlargement of the stable at the young stock barn could be postponed another year. It was

VOTED: To authorize the Treasurer to erect sheep **Erection of** sheds at a cost not to exceed \$1400; the same **sheep** to be paid out of the special legislative ap- **sheds.** propriation for 1911, and plans to be prepared by Professor Foord and approved by the Farm Committee, and on a site to be determined by the Farm Committee.

\* \* \* \* \*

Saturday, July 29, the committee met in the office of the President at 10:00 A.M.

PRESENT: Messrs. Wheeler, Bowker, Gerrett, and President Butterfield, Treasurer Kenney was also present.



Professor Foord presented tentative plans for the **Presentation of plans for Agricultural Group.** proposed agricultural group, and after long discussion in regard to some details, the plans were referred back to Professor Foord and Architect Ritchie, with the request that they report to the committee final tentative plans not later than September 6.

Professor Foord presented his view of the need of the Newell land. A question as to the right of the Trustees to purchase from the special legislative fund was discussed. It was

VOTED: To authorize the Treasurer to purchase the **Purchase of Newell farm.** Newell farm, in accordance with the authorization of the Trustees as voted June 20, 1911.

Tentative plans for the new apiary were presented, and after discussion it was

VOTED: To refer back the plans for the apiary to Doctor **Plans** Gates and Architect Ritchie, and to ask the **for** Treasurer to report final plans and estimates at **Apiary.** the next meeting of the committee.

On request of Professor Sears it was

VOTED: To authorize the Treasurer to erect a freight **Extras** elevator in the new fruit storage building and **at** to have the large packing-room ceiled; the total **Fruit** cost of the same not to exceed \$275., the same to be paid out of the special legislative appropriation **Storage.**

The committee considered the question of the removal of the so-called Fitts house, now occupying the site of the proposed dairy building, the Treasurer having reported the following bids for its removal:



W. H. Hall of Greenfield will remove farm cottage  
to first site (Asparagus) for - - - - - \$700.  
Second site (Sewerage beds) - - - - - 800.  
Third site (Road to Hospital barn) - - - - - 1000.  
(Can start work in about four weeks.

F. L. Pomeroy of South Amherst will remove farm cot-  
tage to first site (Asparagus) for - - - - - \$800.  
Second site (Sewerage beds) - - - - - 1000.  
Third site (Road to Hospital Barn) - - - - - 1800.  
Can start work in about two weeks.

The Treasurer also reported a general estimate of \$2500  
for removal and refitting. After discussion, it was

VOTED: To authorize the Treasurer either to sell of Disposition  
to wreck the house. of Fitts'  
house.

The Treasurer made a report of progress with reference to  
taking over the Kappa Sigma property, reserving a final report  
to a later meeting, stating, however, that arrangements had  
been practically completed for the taking over by the college  
of the house and the two lots belonging to the fraternity. It  
was

VOTED: To authorize the Treasurer to repair the Kappa Repairs  
Sigma house at a minimum expense but sufficiently at Kappa  
to make it habitable for farm help; the cost of Sigma  
same to be charged to item of repairs from special House.  
legislative fund.

Mr. Duane Nash presented in person a proposition for the  
exchange of the Owen farm for a portion of the Louisa Baker  
land. The committee reserved its opinion in this matter, but

VOTED: To authorize the President to secure a close Exchange of  
estimate of the area described by Mr. Nash as land with  
the portion of the Baker land desired. Mr. Nash.

The Treasurer reported that a committee of the Q.T.V.  
fraternity corporation had been appointed to consider the  
transfer of the Q.T.V. land to the college, and that confer-  
ence with that committee had revealed the wish of the corpora-  
tion to have the college agree to house the under-graduate





members of the fraternity in a college dormitory; and that in lieu of that arrangement the fraternity would desire to exchange the present land for some other suitable site on land now owned by the college, exchange to be made presumably on disinterested appraisal. It was

VOTED: To authorize the President and Treasurer to consult further with the committee of the Q.T.V. corporation and to present at a later meeting of the Trustees' Committee on Buildings and Grounds a more definite memorandum relative to the acquirement of the Q.T.V. land, and particularly to discover if the corporation would be willing to turn over its land to the college at an early date in order that it might be used for the purpose of an athletic field, on guarantee from the Trustees of satisfactory reimbursement for the same at some future date. Negotiations for Q.T.V. property.

The Treasurer presented informally a project for the laying of a spur track from the street railway line to the ravine for the purpose of carrying coal and other freight. Construction of spur track.  
A decision in regard to the matter was laid over until a future meeting.



MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, September 6, 1911, 4:30 p.m.

PRESENT: Trustees Wheeler, Bowker, Gerrett, Preston and President Butterfield. There were also present Treasurer Kenney, Professor Foord, Dr. Gates, and Mr. James H. Ritchie.

In accordance with a former vote of the committee, Mr. Kenney reported revised plans and specifications for the erection of the apiary and for the removal of the old creamery building. The estimate for the building was \$3071; the cost of the removing of the old creamery, \$400. After discussion it was

VOTED: That the Treasurer, in consultation with Dr. Gates, be authorized to exceed \$1500 upon the apiary in such a way as to get the best results for immediate use. Erection of Apiary.

The revised tentative plans for the proposed agricultural building were presented by Professor Foord and Mr. Ritchie. After considerable discussion of details it was

VOTED: That the committee authorize Mr. James H. Ritchie to make working plans and specifications of the proposed agricultural building, on the basis of the tentative plans presented at this meeting of this committee, for presentation to the committee not later than November 1. Agricultural Building: plans and specifications.

It was

VOTED: That Mr. Ritchie, with the approval of Mr. Wheeler and the Treasurer, be authorized to consult with an engineer relative to the heating and ventilating of the building. Agricultural Building: heating and ventilating.

Mr. Ritchie was asked what terms of payment for his services as architect of the agricultural building would be satisfactory pending a legislative appropriation. After discussion it was



VOTED: That the Treasurer be authorized to pay Mr. Agricultural James H. Ritchie, for services as architect Building; of the proposed agricultural building, such payment of sums as will cover the cost to Mr. Ritchie architect. of preparing the plans; this vote to be effective December 1, 1911.

It was

VOTED: To request Mr. Ritchie, after consultation Agricultural Building; with Professor Foord and the Treasurer, to prepare and submit to the committee esti- permanent mates upon permanent equipment of the pro- equipment. posed agricultural building.

It was

VOTED: To authorize Professor Foord, in consulta- Agricultural Building; tion with the Treasurer and Mr. Ritchie, to submit to the committee an estimate of Movable items and cost of movable equipment for equipment. the proposed agricultural building.

It was

VOTED: To request the Treasurer to submit to the Agricultural committee estimates on all items, not spec- Building; ified in former votes of the committee, that misc. items. are likely to become part of the cost of erecting and completing the proposed agri- cultural building.

On motion of Mr. Bowker, it was

VOTED: To recommend to the Trustees that the agri- Agricultural cultural building, when erected, shall be Building; named "Stockbridge Hall". name.

The Treasurer presented a memorandum prepared by Mr. Ritchie relative to a color scheme for the painting of certain college buildings. It was

VOTED: To authorize the Treasurer to have th e build- Painting ings painted in accordance with the above College memorandum, and to make such minor repairs Buildings. to the exterior of the buildings as are necessary.

The Treasurer reported the transfer of college pro- Transfer of perty to the Commonwealth by quit-claim deed registered College property. in Hampshire County, and accepted by the attorney-general of the commonwealth.





The Treasurer reported the purchase of the "Newell land" for the sum of \$2800; \$2000 of which was paid from the special appropriation item, "pasture land", and \$800 from the Burnham emergency fund.

Purchase of  
Newell land.

On recommendation of the Treasurer, it was

VOTED: To increase the pay of night watchmen to \$55 per month.

Pay of night  
watchmen.

The Treasurer called attention to the new law prohibiting more than 48 hours of labor per week from the college firemen, and stated that the attorney-general had informed him that the firemen are not required to work more than 48 hours per week, but that they may be permitted to do so if their hours of labor do not exceed more than 8 hours a day.

On recommendation of the Treasurer it was

VOTED: That this ruling be called to the attention of the firemen, and if they desire to file a written request asking permission to perform 56 hours of labor per week, that such request be granted, and that they be paid \$15 per week.

Hours of labor  
if firemen.

The Treasurer presented estimates for the extension of the trolley line from the present switch to the heating station and for a belt coal-conveyer across the ravine, - the estimated cost for the same being approximately \$3300. After considerable discussion it was

VOTED: To authorize the Treasurer to submit, at the next meeting of the committee, a project for the route of the trolley extension, - the project including surveys for the proposed track.

Trolley  
extension.





MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Office of the President of the College, Amherst, September 29, 1911, 1.p.m.

PRESENT: Messrs. Wheeler, Preston, President Butterfield,  
and Treasurer Kenney.

The Treasurer presented revised estimates for the extension of the trolley line from the present switch to the heating station as follows:

Construction of trolley line, - - - - -	\$2827.40	Trolley Extension.
Cost of coal hopper and trestle, - - - - -	500.00	
Belt coal conveyer, - - - - -	650.00	
Total, - - - - -	\$3977.40	

Mr. Kenney also reported that a survey for the line had been made, under the direction of Professor Waugh, and that the location of the line, as it relates to the experiment station plots, had been approved by Professor Brooks. After discussion it was

VOTED: To authorize the Treasurer to construct the Construction trolley line, together with the hopper, trestle and belt conveyer, in accordance with the Trolley Extension. estimates presented; the cost to be charged as follows:

\$2500. -Special 1911, Small Buildings.  
350. Current Account, General Maintenance.  
1150. -Special 1912, General Maintenance.

The Treasurer reported the completion of contracts for the erection of the new dairy building as follows:

In accepting the bid of the H. Wales Lines Co. the following deductions have been made:

Received  
for Dairy Building.

Changes as suggested by architect, - - - - -	-\$300.00
Mortar color, - - - - -	65.00
Personal bond for surety bond - - - - -	250.00
Oil on brick, - - - - -	50.00
Change granite grade course, window sills, and area copings, - - - - -	435.00
Total, - - - - -	\$1100.00



This makes the contract of the H.Wales Lines	- \$53600.00
The plumbing contract	- - - - - Co. - - - 2290.00
The heating and ventilating contract,	- - - - - 3397.00

Total . - - - - - - \$59287.00

Architect's fee, 5%	- - - - - \$2964.35
Additional architect's fee,	- - - 850.00
Architect's travelling expenses,	- 210.00
Total architect's expenses,	- - - - - \$ 4024.00
College inspection,	- - - - - 300.00
Equipment	- - - - - 9000.00
Enlargement of heating line,	- - - - - 2000.00

Total - - - - - \$74611.00

Leaving balance for emergencies, - - - - - \$ 389.00

The President reported that Mr. B.H. Williams had recently reported that the authority for the disposal of the Owen farm was now in the hands of Mr. Duane H. Nash, and that Mr. Nash desired to effect an exchange of the Owen land for approximately 13 acres of the Louisa Baker land. After discussion it was

VOTED: To authorize the President to notify Mr. Nash **Exchange of** that the Trustees do not wish to exchange any **Baker land** portion of the Louisa Baker land for the Owen **for Owen land** land.

The President reported that Mr. Kenney and himself had discussed with the representatives of the Q.T.V. fraternity the terms on which they would be willing to transfer their property to the college for athletic purposes, and after discussion it was

VOTED: To authorize the President and the Treasurer **Negotiations** to **for exchange** ascertain whether the Q.T.V. corporation would **of land be-** entertain a proposition substantially as follows, **tween** and if they so agree, this committee will present **Q.T.V.** this proposition to the Trustees for their ap- **Fraternity** proval, with the recommendation that the legisla- **and** ture be asked to grant authority for the exchange **College.** of land.

The Trustees agree to house the undergraduate members of the corporation in a college dormitory, in number not to exceed 25, and for a period not to



exceed 10 years, under such rules as may be prescribed for the government of undergraduates living in fraternity houses, at a rental similar in amount to that charged other students for similar accommodations. It is understood that this agreement holds only in case the legislature appropriates money for a new dormitory which will house at least 50 men.

The Trustees agree to an exchange of land between the Trustees and the corporation under the following conditions:

(a) The corporation shall select the site and amount of land, subject to the approval of the Trustees.

(b) Both parcels of land shall be appraised by disinterested parties chosen in the usual manner by the Trustees and the corporation, and the appraisers shall be asked to consider the entire financial arrangement, as between the corporation and the Trustees, in determining the appraisal.

(c) It is understood that the exchange of land can take effect only as the legislature grants permission to the Trustees to effect such an exchange.

Mr. Wheeler reported correspondence and conference with Mr. William S. Johnson relative to engineering work on the proposed college sewerage system, and after discussion it was

VOTED: To request Mr. Wheeler to arrange with Mr. W.S. Johnson Johnson to prepare a bill for introduction and college to the legislature intended to secure necessary authority for joint action between the town of Amherst and the college, relative to the connection of the college sewers with the town sewers. **sewers.**

Mr. Kenney presented a request from a student, Mr. Upton, for permission to lease a small parcel of college land on which to erect a bungalow. It was

VOTED: To ask the Treasurer to inform Mr. Upton that **Request from Mr. Upton.** the committee considered such a lease inexpedient.

The Treasurer presented a letter from the insurance company relative to the validity of the policy taken by the





Trustees on the college barn, the question being relative to the effect upon the policy of the transfer of the college property to the commonwealth. It was

VOTED: To request the Treasurer to refer the matter ~~Insurance~~ of insurance to the Attorney-General, includ-~~for college~~ ing such questions as the liability of the ~~buildings.~~ insurers after the transfer of the title, - who becomes the payee in case of fire, - and the present power of the Trustees to insure college property.

A letter was received from Doctor Lindsey relative to the early necessity of providing apparatus in the chemical laboratory designed to show the effect of electricity in producing chemical changes, stating that an outlay of \$250 would be necessary. It was

VOTED: To leave the matter to the Treasurer with power. ~~of~~ ~~Apparatus~~ ~~for Department~~ ~~Chemistry.~~

The President reported correspondence with Mr. Charles Dickinson relative to the willingness of Mr. Graves to consider the disposal to the college of his forest property on Mt. Toby.

\* \* \* \* \*

The committee re-convened at 9:00 a.m., September 30.

PRESENT: Messrs. Wheeler, Bowker, Gerrett, Preston, and President Butterfield.

With Mr. Kenney and Professor Waugh an inspection was made of the site of the new dairy building, of the new ~~Inspections.~~ poultry plant, the route of the proposed trolley extension, the house now occupied by Professor Hashbrouck, French Hall, the house occupied by Professor Waugh, the fruit storage building, the new street-car waiting room, and the new sidewalks.

It was



VOTED: To accept from the contractor, Mr. Madison Cooper, the fruit storage building.

Fruit  
Storage.

The following communication was received from the  
Committee on Horticulture:

Amherst, Mass.,  
September 30, 1911.

The committee on horticulture has examined French Hall and find it entirely inadequate for the present needs of the departments using it. We would unanimously recommend the immediate building of the addition as originally planned for.

French  
Hall.

(Signed) J. Lewis Ellsworth,  
Harold L. Frost.

After discussion it was

VOTED: To authorize the President to secure from Mr. Ritchie general estimates of the cost for the proposed addition to French Hall. Cost of proposed addition to French Hall.

Mr. Ellis, chairman of the Committee on Farm, reported that, subject to the approval of the Committee on Buildings and Grounds, the Farm Committee had located the proposed sheep sheds just south of the dairy barn. It was

VOTED: To approve the location of the sheep sheds designated by the Farm Committee.

Location of  
sheep sheds.



MINUTES OF COMMITTEE ON BUILDINGS AND GROUNDS

Bellevue Hotel, Boston, November 1, 1911, 9:00 P.M.

---

PRESENT: Messrs. Wheeler, Gerrett, Preston, Bowker, President Butterfield, Professor Waugh and Mr. Kenney. were also present.

On motion of President Butterfield, it was

VOTED: To recommend to the Trustees the following Resolution  
resolution:  
In view of the fact that Mr. Madison Cooper concerning Mr. Madison Cooper.  
of Watertown, N. Y. has recently designed  
and built for the Massachusetts Agricultural College a cold storage building of peculiar merits - convenient and practical in arrangement, efficient in operation, sound and thorough in construction, and decidedly attractive in external appearance - And in view of the further fact that Mr. Cooper has in many points exceeded the requirements of his contract, giving more work and better facilities than the specifications demanded,  
Be it

VOTED: By the Trustees of the Massachusetts Agricultural College that the cordial thanks of the Trustees are extended to Mr. Cooper.

The question was discussed as to whether the new building for fruit storage should be assigned a name. After discussion, on motion of Mr. Gerrett and amended by Mr. Bowker, it was

VOTED: To recommend to the Trustees that the building Naming of cold storage building.  
for fruit storage be named the "Jabez Fisher Building".

On motion of Mr. Bowker, it was

VOTED: That Professor Waugh and President Butterfield Tablets for building.  
be appointed a committee to procure suitable tablets to be placed in the buildings recently erected and named, their recommendations first to be approved by the Committee on Buildings and Grounds.

There followed a consideration and discussion of various items in the legislative budget.





The meeting adjourned at 10:00 P.M.

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The committee met at Bellevue Hotel at 1:00 P.M., Thursday, November 2, 1911.

PRESENT: Messrs. Wheeler, Bowker, Gerrett, Preston, President Butterfield, Mr. Kenney, and Mr. Ritchie, and Professor Foord. were also present.

Mr. Kenney reported that in the opinion of the Attorney-General the college has no right to insure its buildings against loss by fire, and that the fire insurance policies now in force should be transferred to the Commonwealth, there to remain until the date of expiration.

Mr. Kenney also reported the following arrangement regarding the carrying of the Kappa Sigma property:

Arrangement made with George Cutler, Jr., in regard to the control of the Kappa Sigma property, Lincoln Avenue, adjoining the house and land on the west side of the street, and the land on the east side of the street nearly opposite the Veterinary Building.

Purchase price, \$7200, given under bond for deed. Mr. Cutler agrees to deliver the property to the Commonwealth of Massachusetts any time within five years, we to have entire control of the property and to pay all taxes and 5% of the purchase price. This makes the amount of interest, \$360, payable semi-annually.

It was

VOTED: That until further notice, the fixed charges for carrying the Kappa Sigma property be paid from funds assigned for general maintenance of the institution.

On motion of Mr. Bowker, it was

VOTED: To recommend to the Trustees that the Dairy Instruction building be named "The Flint Laboratory".

VOTED: To reconsider the action taken relative to the naming of the fruit storage building.





It was

VOTED: To lay this matter on the table indefinitely.

On motion of Mr. Preston, it was

VOTED: To recommend to the Trustees that the legis- Reimbursement  
lature be asked to provide for reimbursement for ar-  
to the college for fees paid architect's  
professional services in connection with the fees.  
preparation of plans for building projects which  
have been abandoned.

Mr. Wheeler reported on the present status of the sewer  
system. It was

VOTED: To request Mr. Wheeler to present to the Select- Relative  
men of Amherst a draft of the bill prepared by to  
himself and Mr. Johnson, relative to disposal sewer  
of sewage on the college grounds and the area of system.  
the town of Amherst south of the college estate.

Mr. Ritchie presented an estimate of the cost of the  
erection of the proposed agricultural laboratory. Professor  
Foord also presented a supplementary estimate of the cost of  
movable equipment for this building.

The estimates were as follows:

Estimates for  
proposed agri-  
cultural labor-  
atory.

General contract including,  
plumbing and electric wiring -

Main building	-	\$110,000.00	
Auditorium		30,000.00	
			\$140,000.00

In the above the following allowances are included:

Elevators	\$1250.
Finished hardware	700.
Electric light fixtures	750.
High pressure steam	200.
Gas piping	100.
Laboratory desks and fittings	3000.

Heating and ventilating -

Main building	\$	6,500.00	
Auditorium		3,800.00	
			\$ 10,300.00

Architect's Fees	9,096.00
Engineer's Fees	230.00
Traveling Expenses	300.00



Superintendent's Services	\$	300.00
Finished Grading		500.00
Walks around building		400.00
Seating for auditorium		1,935.00
Intercommunicating telephones		500.00
Piping for vacuum cleaning system		100.00
Heating extension		<u>1,000.00</u>
		\$164,661.00

Estimate for movable equipment (submitted by Professor Foord)

Main building	21,684.50
Auditorium	<u>2,651.50</u>
	\$ 24,336.00
TOTAL - - - -	\$188,997.00

On motion of Mr. Gerrett, it was

VOTED: To recommend to the Trustees that a sum of \$200,000 be asked for the construction and complete equipment of the proposed agricultural laboratory, the bill to carry the provision that \$100,000. should be appropriated from the funds of the Commonwealth for the year 1912 and \$100,000. for the year 1913.

Appropriation  
for agri-  
cultural  
building.

It was

VOTED: To authorize Mr. Ritchie, in consultation with Professor Woodbridge, to investigate the matter of adopting the vapor system of heating in the dairy building in place of the gravity system, at present contemplated, and report to the Treasurer, who is authorized to act.

Heating of  
Dairy  
Building.

The committee proceeded to consider the items in the budget for legislative appropriation.

It was

VOTED: To recommend to the Trustees that as rapidly as possible, dwelling houses be erected by the college for its administrative officers and heads of divisions, and that a suitable house for the Registrar of the College be asked for this season.

Faculty  
Houses.

It was

VOTED: To refer the following projects to the Treasurer for further consideration:



1. Project for railway scales.
2. Project for improvement to electric light line.
3. Project for concrete bridge across ravine.

The committee considered various other projects for legislative appropriations, memorandum of which is attached hereto.





LEGISLATIVE PROJECTS CONSIDERED BY COMMITTEE ON BUILDINGS AND GROUNDS.

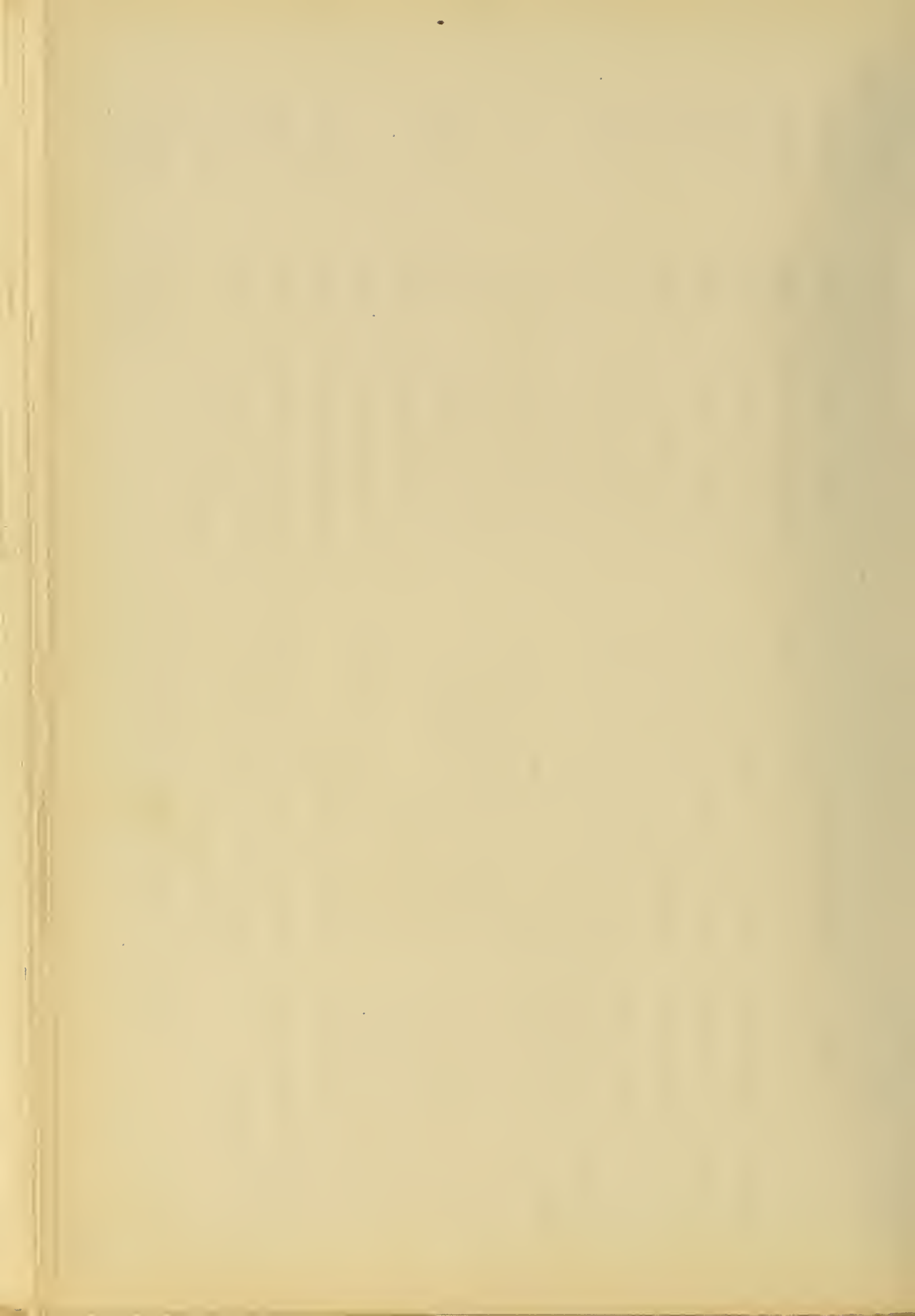
Number	Department	Project for	Classification	Department Request	Committee Recommendation
136	Gen. Maintenance	Annual Repairs	Maintenance	\$15000.	\$15000.
98	Dairying	Lecture Room Equipment	New Equipment	325.	325.
99	Dairying	Balance of Building Equipment	New Equipment	5383.90	5385.
102	Dairying	Equipment for Bact. Lab.	New Equipment	1415.	1415.
103	Dairying	Machinery and Apparatus	New Equipment	610.50	610.
105	Dairying	Installing Machinery in Bldg.	New Equipment	200.	200.
4	Floriculture	Painting New Durfee Range	Repairs	593.	595.
47	Exp. Station	Repairs at Hatch Barn	Repairs	75.	75.
50	Exp. Station	Repairs to Greenhouse	Repairs	200.	200.
89	English	Minor Repairs	Repairs	20.	20.
161	Gen. Maintenance	Miscellaneous Repairs	Repairs	15000.	15000.
163	Registrar's Office	Repairs	Repairs	50.	50.
165	Exp. Station	Repairs to Vegetation House	Repairs	150.	150.
166	Exp. Station	Repairs to Farm Barns	Repairs	135.	135.
				\$39157.40	\$39160.



Number	Department	Project for	Classification	Department request	Committee recommendation
167	Gen. Maintenance	Repairs to North College	Repairs	\$ 350.	\$ 350.
168	Gen. Maintenance	Repairs to South College	Repairs	3500.	3500.
169	Farm Administration	Repairs to Farm House	Repairs	70.	70.
170	Agriculture (Div.)	New Roof on Horse Barn	Repairs	600.	600.
15	Grounds	Improvements on Grounds	Gen.Improvements	1200.}	
16	Grounds	Road Construction	Gen.Improvements	1127.70}	5000.
17	Grounds	New Walks	Gen.Improvements	2175.60}	
18	Forestry	Forestry Camp	Gen.Improvements	1000.	1000.
24	Entomology	Building Improvements	Gen.Improvements	635.	635.
29	Zoology & Geology	Additional Museum Cases	Gen.Improvements	114.	115.
31	Military Science	Additional Target Range	Gen.Improvements	500.	500.
32	Military Science	Flag Staff	Gen.Improvements	600.	600.
43	Agronomy	Greenhouse and Equipment	Gen.Improvements	1770.10	
49	Exp. Station	Concrete Foundation Wall	Gen.Improvements	150.	150.
55	Economics & Soc.	Permanent Class Room	Gen.Improvements		
87	Chemistry	Fitting up New Laboratory	Gen.Improvements	2500.	2500.
Brought forward from page 1				- 39157.40	39160.
				\$55449.80	\$54180.



Number	Department	Project for	Classification	Department request	Committee recommendation
111	Floriculture	Supplementary Heating System	Gen.Improvements	\$ 1800.	\$1800.
112	Poultry Husbandry	Addition to Poultry Plant	Gen.Improvements	4928.	6000.
120	Gen. Maintenance	Gen.Imp. at Heating Plant	Gen.Improvements	1300.	1300.
122	Gen. Maintenance	Constant Current Transformer	Gen.Improvements	350.	350.
123	Gen. Maintenance	Completing Coal Storage	Gen.Improvements	1800.	1800.
124	Gen. Maintenance	Switch Board Testing Instr.	Gen.Improvements	200.	200.
126	Gen. Maintenance	Railroad Scales	Gen.Improvements	2500.	
128	Gen. Maintenance	Imp. to Electric Light Line	Gen.Improvements	20100.	
130	Gen. Maintenance	Extension of Water Main to Vet. Laboratory.	Gen.Improvements	1000.	
131	Gen. Maintenance	Grading, Dairy Building	Gen.Improvements	500.	500.
132	Gen. Maintenance	Program Clock	Gen.Improvements	1500.	
134	Gen. Maintenance	Concrete Bridge for Ravine	Gen.Improvements	12000.	
135	Gen. Maintenance	Finishing Apiary	Gen.Improvements	1500.	1500.
136	Agriculture (Div.)	Cases for Animal Husb.Bldg.	Gen.Improvements	150.	150.
162	Chemistry	Stock Room in Chem. Lab.	Gen.Improvements	300.	300.
		Incinerator	Gen.Improvements		1000.
Amount brought forward from page 2			- - - - -	55449.80	54180.
				\$105377.80	\$69080.



Number	Department	Project for	Classification	Department request	Committee recommendation
156	President	Faculty Houses (2)	Buildings	\$ 15000.	\$ 8000.
157	President	Dormitory	Buildings	25000.	25000.
158	President	Addition to Draper Hall	Buildings	25000.	25000.
159	President	Addition to French Hall	Buildings	20000.	25000.
160	President	Agricultural Laboratory	Buildings	150000.	200000.
14	Grounds	Publication of Grounds Plan	Miscellaneous	1000.	1000.
155	President	Sewers	Miscellaneous	10000.	10000.
Amount brought forward from page 3				- - - - 105377.80	69080.
				\$ 351377.80	\$ 363080.





MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS

Hotel Bellevue, Boston, January 4, 1912 at 1 p.m.

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PRESENT: Messrs. Wheeler, Bowker, Gerrett, Preston,  
and President Butterfield; also Mr. Kenney,  
Mr. Hosmer, Mr. Ritchie, and Professor  
Foord.

Mr. Hosmer presented a draft of a legislative resolve,  
framed by Mr. Wheeler, providing for cooperation between the town of Amherst and the Massachusetts Agricultural College in the proper disposal of sewerage from the College and from the section of the village of Amherst which is adjacent to the college estate. It was

Sewers for  
town of  
Amherst  
and M.A.C.

VOTED: That Mr. Hosmer, in consultation with an attorney, be authorized to further perfect the draft of the resolve and to present the same to the Trustees and to the legislature of 1912.

President Butterfield introduced the question of the policy to be followed by the Trustees with respect to providing dormitories for students, reading an editorial which recently appeared in the local paper, and reading also a draft of a proposed reply to this editorial. After discussion it was

Dormitory  
discussion.

VOTED: To approve an open letter similar to the one prepared, but to refer the matter to the full board of Trustees for further consideration.

The construction of the proposed extension of the trolley line was discussed in light of the possibility that the Holyoke Street R.R. Company may discontinue to haul coal cars over its rails in Amherst.

Proposed  
extension  
of  
trolley  
line.

Final plans, specifications, and estimates for proposed building projects were presented and discussed. It was

1857

1858

1859

VOTED: To approve the sum of \$200,000 to be asked for the agricultural building in accordance with plans, specifications, and estimates as submitted. Agricultural Building.

VOTED: To approve the sum of \$25,000 to be asked for the student dormitory in accordance with plans, specifications, and estimates as submitted. Dormitory.

VOTED: To recommend to the Trustees the approval of the plans, specifications, and estimates as submitted for the addition to French Hall, and the Legislative Committee be authorized to ask for \$30,000 instead of \$25,000 for this project. French Hall.

VOTED: To approve the sum of \$25,000 to be asked for the addition to Draper Hall in accordance with plans, specifications, and estimates as submitted. Draper Hall.

VOTED: That the plans submitted for the Registrar's house be so modified as to make the cost not to exceed \$8000, which sum is hereby approved. Registrar's House.

President Butterfield raised the question as to whether this committee should approve the plans for the proposed piggery, addition to the young-stock barn, and tenement house; it was Plans for Piggery, etc.

VOTED: To accept the judgment of the Farm Committee in these matters.

VOTED: To authorize Mr. Hosmer, in consultation with President Butterfield and an attorney, to draft a bill and introduce the same into the legislature of 1912, permitting the Trustees of the Massachusetts Agricultural College to sell land in accordance with certain regulations. Permission to sell land

The Treasurer presented a request from the firm of Kilham & Hopkins, architects, to be considered by the Trustees in connection with new buildings to be planned at the College.

11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 841. 842. 843. 844. 845. 846. 847

VOTED: To employ Mr. James H. Ritchie as consulting architect for the year ending November 30, 1912, on Employment the same terms as formerly employed. of Mr. Ritchie, as consulting architect.

On recommendation of Mr. Kenney, it was

VOTED: To substitute fire proof floors for wood floors Fire- in the storage building now being erected at proof the power plant, the additional cost of the floors at same to be approximately \$450. Power Plant.

President Butterfield presented a report from the members of the chemistry staff of the institution relative Chemistry to a new chemistry laboratory, also a report from the Li-laboratory brarian relative to a new library building. It was Library.

VOTED: To consider these reports at a meeting of this committee to be held in Boston early in February.





MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, February 3, 1912, - 9:30 a.m.

---

PRESENT: Messrs. Bowker, Gerrett, Preston, Wheeler and President Butterfield. Dr. Lindsey, Dr. Chamberlain, Mr. Green, Mr. Hoyt, and Mr. Kenney were also present.

Dr. Lindsey and Dr. Chamberlain presented tentative plans for a proposed chemical laboratory. The plans were fully explained and subsequently discussed by the committee. On motion of Mr. Gerrett, it was

VOTED: To refer the plans for the chemical laboratory back to the chemical staff of the college with authority to consult with Mr. Ritchie and Mr. Manning, and make a later report to the Building Committee. Plans for Chemical Laboratory

President Butterfield presented a memorandum of a building scheme, indicating buildings needed at the college in the near future.

On motion of President Butterfield, it was

VOTED: That a committee, consisting of one member of the Trustees' Committee on Buildings and Grounds, a consulting architect, and the President of the college, be appointed to consider the building policy of the institution, and to report later to this committee; also, that this committee be authorized to visit such other institutions as it may deem advisable to visit, with the purpose of inspecting buildings and arrangements of buildings. Future Building Policy.

It was

VOTED: That Mr. Bowker be appointed as the representative of the Buildings and Grounds Committee on the above appointed committee.

It was



VOTED: That Mr. Ritchie, as consulting architect, be requested to serve on the committee as above mentioned.

Mr. Green presented plans and a written report on a project for a new library building.

Chapel-

Mr. Hoyt presented plans and a written report for a project covering the remodeling of the present chapel-library building.

Library.

It was

VOTED: To refer for consideration and report, the question of plans for a chemical laboratory and also the proposals for a new library and for remodeling the present chapel-library building to a committee consisting of President Butterfield, Mr. Bowker, and Mr. Ritchie.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Bellevue Hotel, Boston, Thursday, March 21, 1912, at 4:30 p.m.

---

PRESENT: Messrs Bowker, Gerrett, Preston, Wheeler,  
and President Butterfield.

There were also present Treasurer Kenney,  
Professor Foord, and Mr. James H. Ritchie.

Mr. Kenney presented plans for utilizing attic space  
in the Flint Laboratory, and after consideration of the  
plans and discussion, it was

VOTED: That the Treasurer, in consultation with Pro-  
fessor Foord and Mr. Ritchie, be authorized  
to finish three office rooms in the attic, to  
telegraph the contractors to this effect, and  
to await further plans for the interior finish  
until the committee can inspect the building.

President Butterfield stated that Mr. Duane Nash had  
again made a proposition for an exchange of land. It was

VOTED: To authorize the President to notify Mr. Nash  
that the Trustees would not consider the propo-  
sition to exchange land for the Owen farm or  
any part of it.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Amherst House, April 18, 1912, 8 p.m.

---

PRESENT: Messrs. Bowker and Wheeler and President Butterfield.  
Treasurer Kenney and Mr. James H. Ritchie were also present.

Professor Hasbrouck made a statement relative to the purchase of a lot on college land located south of the C.S.C. lot. It was

VOTED: To recommend to the Trustees that the sale of this lot be made to Professor Hasbrouck at a price hereafter to be agreed upon, with such restrictions as may be desirable; and to request the Treasurer to report to the Committee a memorandum embodying desirable restrictions and a statement of a fair price.

Sale of land  
to  
P. B. Hasbrouck.

It was

VOTED: To authorize the Treasurer to advertise for bids for the construction of the proposed student dormitory as soon as the pending appropriation becomes effective.

Bids for  
dormitory.

It was

VOTED: To authorize the Treasurer to make repairs to the vegetable house of the Experiment Station, the cost not to exceed \$300, the same to be paid out of the special appropriation for repairs for 1912.

Experiment  
Station  
repairs to  
vegetable house.

It was

VOTED: To authorize the Treasurer to complete the apiary at an expense of approximately \$1500, the same to be paid out of the special appropriation for general improvements for 1912.

Completion  
of  
apiary.





It was

VOTED: To authorize Director Brooks to purchase a pair of horses for the Experiment Station at a price not to exceed \$750, the same to be paid out of the special appropriation for equipment for 1912. Experiment Station purchase of horses.

It was

VOTED: To authorize the Treasurer to erect an addition to the poultry plant, an ad-Poultry plant, dition to the young stock barn, and a piggery, in accordance with plans, Young stock barn, and on sites, approved by the Trustees' Piggery. Farm Committee, the same to be paid out of the special appropriation for general improvements for 1912, at a cost approximating the following amounts: --

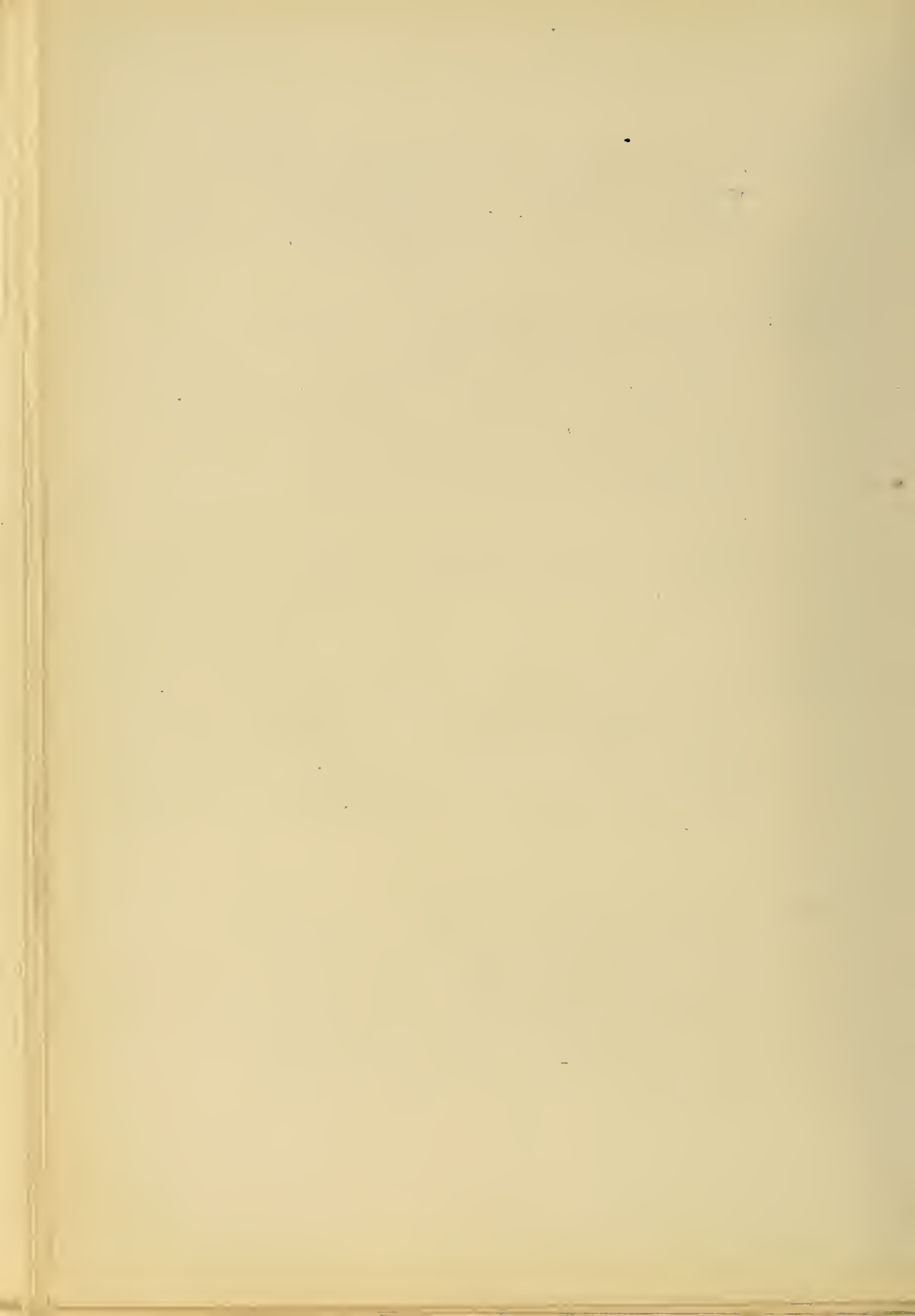
|                               |           |        |
|-------------------------------|-----------|--------|
| Addition to poultry plant,    | -         | \$6000 |
| Addition to young stock barn, | -         | 2000   |
| Piggery,                      | - - - - - | 3000   |

It was

VOTED: That the salary of P. C. Schroyer as assistant engineer be \$1500 a year, Salary of beginning May 1, the same to be charged to general maintenance in the current P. C. Schroyer. account. It is understood that Mr. Schroyer will procure a first-class engineer's license as soon as practicable.

It was

VOTED: To authorize the Treasurer to purchase a concrete mixer, at a cost not to exceed \$665, the same to be charged against the various projects undertaken during the present fiscal year which call for concrete work; preference to be given to a machine that is on wheels and operated by gas or other power; purchase to be made subject to the approval of Mr. Gerrett. Concrete mixer.



The Committee again met in the President's office at 8:15 a.m., April 19, 1912.

PRESENT: Messrs. Bowker, Wheeler and Gerrett and President Butterfield.

Inspection of a number of buildings was made, and it was

VOTED: To authorize the President and the Treasurer to complete the so-called student's room in the attic of the new dairy building on enlarged lines -- walls to be of granolithic blocks, and floors and passages to be finished in concrete: Dairy building.

It was also

VOTED: That the partition separating the stairwell from the remainder of the attic be omitted: Dairy building.

It was

VOTED: To leave the matter of completing the other two rooms in the attic to the President and the Treasurer with power. Dairy building.

It was

VOTED: To authorize the Treasurer to install storm doors, and separate lighting system for the passage ways, in North College, the same to be paid out of the special appropriation for repairs for 1912. North College repairs.

It was

VOTED: To ask the President and the Treasurer to make a restudy of improvements and repairs needed in South College and to submit the same to the Committee at a subsequent meeting. South College repairs and alterations.

It was

VOTED: To authorize the Treasurer to make such changes as are necessary in the third floor of the chemical laboratory, so that the room may be used for laboratory Chemical laboratory alterations.



purposes, and also to fit up a stock room in the basement of the chemical laboratory; at a total cost not to exceed \$2800, the same to be paid out of special appropriations for general improvements for 1912.

It was

VOTED: To authorize Professor Foord to complete a five-year lease of the Angus lot on the same terms as those of the present lease. Lease of "Angus lot".

Mr. Duane Nash presented a statement in regard to certain concessions to be made by the Trustees on account of his offer to sell a portion of the so-called Owen land to the College. It was

VOTED: To refer the matter back to the President, the Treasurer, and Professor Sears with the request to report at a subsequent meeting of the Committee. Relative to Owen land.

It was

VOTED: To authorize the Treasurer to construct a cement walk from a point between North and South Colleges to the dairy barn, at a width of 6 feet and on a survey lay-out to be made by the Section of Grounds and approved by Mr. Gerrett; also to request the Section of Grounds to survey and stake a layout for the remaining walks that should be built during the present season; and that the Treasurer be authorized to complete these walks as soon as the layout has been approved by the Committee. Cement walks.

It was

VOTED: To authorize the Treasurer to increase the pay of Mr. Peter Hawthorne from \$55 to \$60 a month, to take effect May 1, the additional \$5 a month to be charged to the Farm Department. Salary of P. Hawthorne.





It was

VOTED: That the Treasurer be authorized to secure bids for the addition to Draper Hall, the same to be based on the plans and specifications by Mr. E. A. Ellsworth in 1909; these plans and specifications, however, to be amended in accordance with the general suggestions made by the steward, Mr. Chesley, provided these suggestions are approved by Mr. James H. Ritchie and the Treasurer, and provided also that bids be so worded that definite allowances may be made on the following items: --

Draper Hall  
enlargement.

The cold storage room,  
Public toilet rooms,  
Coal pocket,  
Private dining room on the third floor.

It was

VOTED: To authorize the Treasurer to notify Allen Brothers, contractors for the entomological building, that repairs to that building which will prevent leaking at the roof, should be made by the contractors; and if not made within a reasonable time, the College proposes to have the repairs made, the same to be charged to the contractors.

Entomological  
building.

The Treasurer presented a request for permission to purchase an automobile truck for service on general maintenance work. After discussion it was the sense of the Committee without vote that the matter should be left for subsequent consideration.

Automobile  
truck.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

President's Office, Amherst, Mass., June 17, 1912.

PRESENT: Messrs. Bowker, Preston, Gerrett,  
and President Butterfield. Treasurer  
Kenney was also present.

The Treasurer presented tentative plans  
for changes in the offices of administration  
in South College. After discussion it was

VOTED: To authorize the Treasurer to  
procure estimates of the cost  
of these changes.

The President stated the fact that the      **Apportionment**  
item in the legislative budget for general      **of Special**  
improvements had been cut from \$30,000 to      **Appropriation**  
\$10,000, and that the President and the      **for General**  
Treasurer would recommend an apportionment      **Improvements.**  
of the funds as follows: --

|                            |   |   |   |            |
|----------------------------|---|---|---|------------|
| Chemical laboratory,       | - | - | - | \$2800     |
| Apiary,                    | - | - | - | 1500       |
| Poultry buildings,         | - | - | - | 4300       |
| Portable hog houses,       | - | - | - | 125        |
| Fencing and ditching farm, | - |   |   | 300        |
| Entomology,                | - | - | - | 25         |
| General maintenance,       | - | - | - | 800        |
| Balance,                   | - | - | - | <u>150</u> |

Total,      \$10000



It was

VOTED: To authorize the Treasurer to expend from the special appropriation of 1911 for equipment, the sum of \$500 for a water meter. Purchase of water meter.

It was

VOTED: To adopt the recommendation and to make the allotment for general improvements as indicated in the table.

The Treasurer read a letter from Doctor Lindsey relative to an accident in the chemical laboratory of the College to A. J. Kelley, a student of the College. Bills were contracted at Amherst Cottage Hospital for the care of Mr. Kelley. It was Payment of bills of A. J. Kelley.

VOTED: To authorize the Treasurer to pay the bills.

The Treasurer reported that the Holyoke Street Railway Company had sent notice of an increase in freight rates. He also outlined a tentative proposition from Mr. C. R. Elder for the hauling of coal from the railway station to the College. It was Transportation of coal.

VOTED: To authorize the Treasurer to further investigate the matter of transporting coal and to make the best arrangements possible under the circumstances.

Mr. W. H. Bowker read a communication from Mr. E. A. Ellsworth of Holyoke relative to dining hall plans. It was



VOTED: To authorize Mr. Bowker to make an appropriate reply to the letter from Mr. Ellsworth.

It was

VOTED: To authorize the Treasurer to remove Stockbridge the two small ells from the Stockbridge house before painting the house, and also to authorize Professor Waugh to take out such trees from before the house as seems best to him. House.

Mr. Kenney reported his opinion concerning the valuation of the land which it is proposed to sell to Professor Hasbrouck, and it was

VOTED: To recommend to the Trustees the sale of the land to Professor Hasbrouck at the price of 5¢ per square foot. Land for P. B. Hasbrouck.

Bids were open for the addition to Draper Hall, the amounts of the proposals being as follows: -- Bids on

|                             |         |              |
|-----------------------------|---------|--------------|
| G. E. Bosworth, - - - -     | \$29982 | Draper Hall. |
| H. Wales Lines Company, - - | 31899   |              |

It was

VOTED: To accept the bid of Mr. George E. Bosworth with the following changes and deductions: --

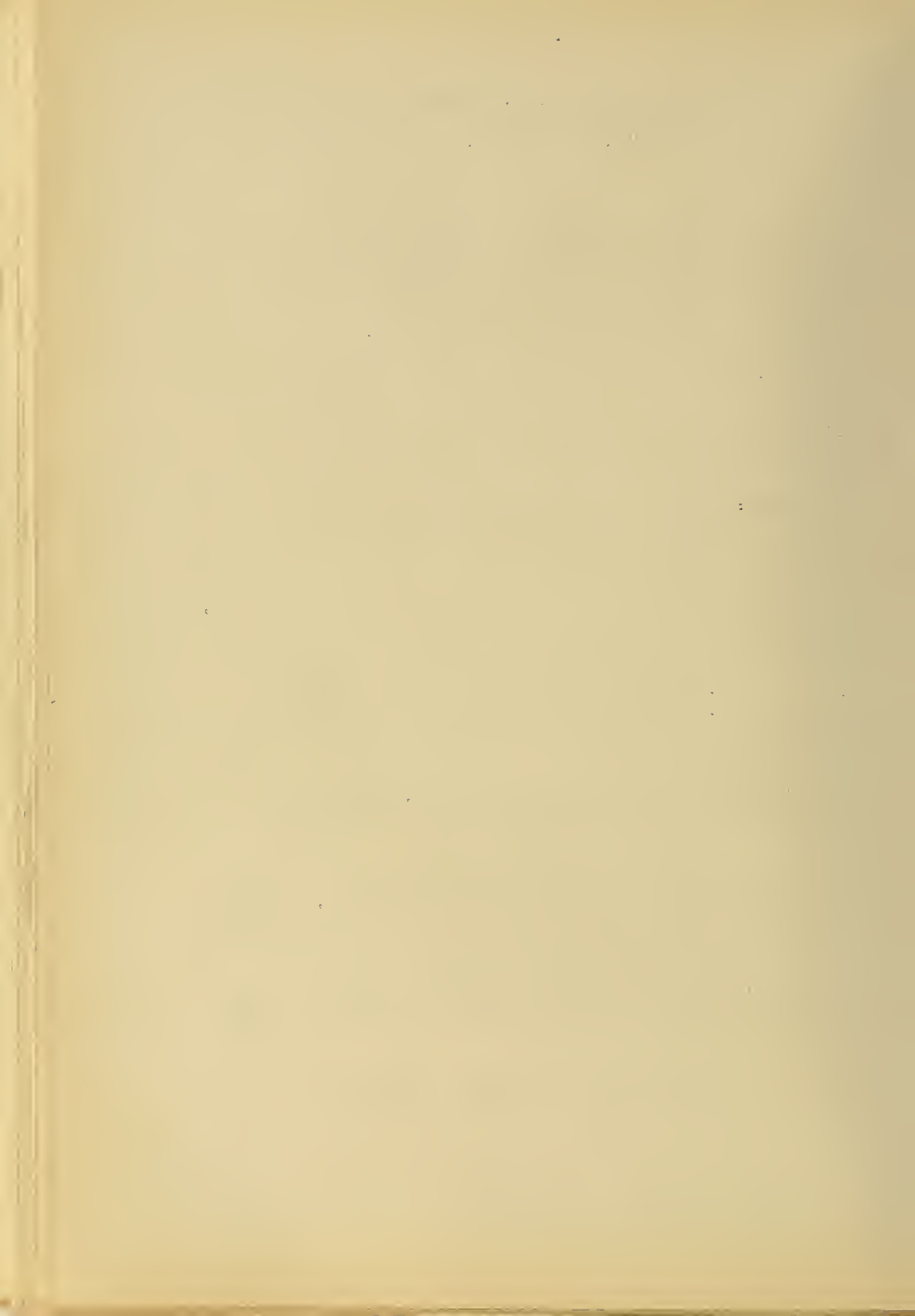
|  |           |
|--|-----------|
| Changing ordinary Pennsylvania black slate to match present building,  | \$100     |
| Using woven wire grill instead of that specified,  | 100       |
| Cutting down of original bid to \$25,000 means a saving of \$25 on the bond and \$30 on fire insurance; total, | <u>55</u> |
|  | \$255     |

Deductions on account of Mutual Plumbing and Heating Co.

---

|   |       |
|---|-------|
| Omitting of three part lavatory in present west bathroom, | \$ 35 |
|---|-------|





Installing bell trap cesspools in place of Donovan floor traps and reducing the number to four, \$ 65

Changing plumbing fixtures as specified to a good 5' x 3½' roll rim non-guarnateed tub, syphon action closets with low down tanks, lavatory the same as Standard O.P. 535, or equal, 50

Changing corrugated copper conductors to corrugated iron, 65

Leaving out copper flashing at the eaves of dormers, 50

Leaving out the moving and setting up of the range boiler, 15

\$280

Omitting of new finish in the new part on third floor except on the west wing, 737 50

Omit terra cotta partition around portable oven, 60 00

Omit metal lath except on dumb waiters and in basement, 260 00

Omit grass course on outside of building, 100 00

Change marble steps on entry to European dining hall to concrete, 100 00

Change three way wiring to two way, 25 00

Leave reception room windows as at present, 60 00

Omit painting walls on second floor, 200 00

Omit painting walls on third floor, 90 00

Change from #2 spruce to N.C. roofers for roof boarding, 25 00

Change heating allowance, deducting, 500 00

Change hardware allowance, deducting, 75 00

Change oven, deducting 250 00

Change lifts, deducting 200 00

Deduct refrigeration, 1755 00

\$4437 50

The contract with these deductions is authorized at \$25,009.50.



It was agreed that the sum of \$2000 of special appropriation of 1911 for repairs apportioned to Draper Hall will be used in addition to the present appropriation of \$25,000, to cover architects' fees and cost of refrigeration.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS

Bellevue Hotel, Boston, 1 p.m., July 19, 1912.

---

PRESENT: Messrs. Bowker, Gerrett, Preston, Wheeler, and President Butterfield; also, by invitation, Treasurer Kenney, Prof. Foord, Prof. Sears, Mr. Green, Mr. Chesley, and Mr. Ritchie.

President Butterfield, on behalf of the special committee appointed to consider Mr. Nash's proposition relative to the "Owen Land", reported a recommendation that a sub-committee of the Trustees' Committee on Exchange of "Owen Buildings and Grounds be appointed to secure appraisal Land" of the Owen land and of the "Louisa Baker" land, and to for Baker Estate. report to the full committee relative to the feasibility of an exchange. It was

VOTED: To adopt the recommendation and to appoint Mr. Gerrett and the President such sub-committee.

Mr. Ritchie reported plans for alterations in the Library, utilizing the basement for a stack room, and Plans estimating that the cost would be \$10,000, about half of for which would represent permanent investment in steel Library. book stacks.

Mr. Charles R. Green, Librarian, made a statement relative to the needs of the Library, taking the position that on the whole he thought it preferable to let the library remain as it is until a new building is erected. After discussion it was

VOTED: To postpone indefinitely action relative to proposed alterations in the Library.





Mr. Chesley, Steward of the dining hall, made a statement relative to the great need of a well-arranged cooling-room at Draper Hall. The Treasurer presented a statement as follows relative to the possibility of adding such a room with present funds.

|   |              |
|---|--------------|
| Appropriation 1912, - - - - -                   | \$25,000     |
| Appropriation Lunch Room, 1911, -               | 2,000        |
| Appropriation Dining Room Equipment,<br>1912, - | <u>2,000</u> |
| Total available,                                | \$29,000     |
| Contract G. E. Bosworth, - - -                  | \$25,000     |
| Architect's expenses estimated,                 | 1,000        |
| Refrigerator, - - - - -                         | 1,755        |
| Equipment, - - - - -                            | <u>1,245</u> |
| Total,  | \$29,000     |

It was

VOTED: To authorize the erection of the cooling-room at the dining hall.

The Treasurer presented a statement of a color-scheme recommended by Mr. Ritchie for painting the remainder of the college buildings. It was

VOTED: To adopt the scheme.

The President raised questions concerning the advisability of having a large auditorium in the proposed Agricultural building and the substitution of a solid roof. It was



VOTED: To authorize the Treasurer to procure revised estimates on present plans for the Agricultural building, with and without auditorium and with and without fire-proof roof.

Professor Foord stated the necessity of providing **Quarters** quarters for farm help, recommending the erection of **for farm** cottages. The sense of the committee was that a request **help.** for such quarters along lines incorporated in the last legislative budget should be included in the next budget, and it was

VOTED: To authorize the Treasurer and Professor Foord to prepare plans and procure estimates of cost for suitable quarters for farm help.

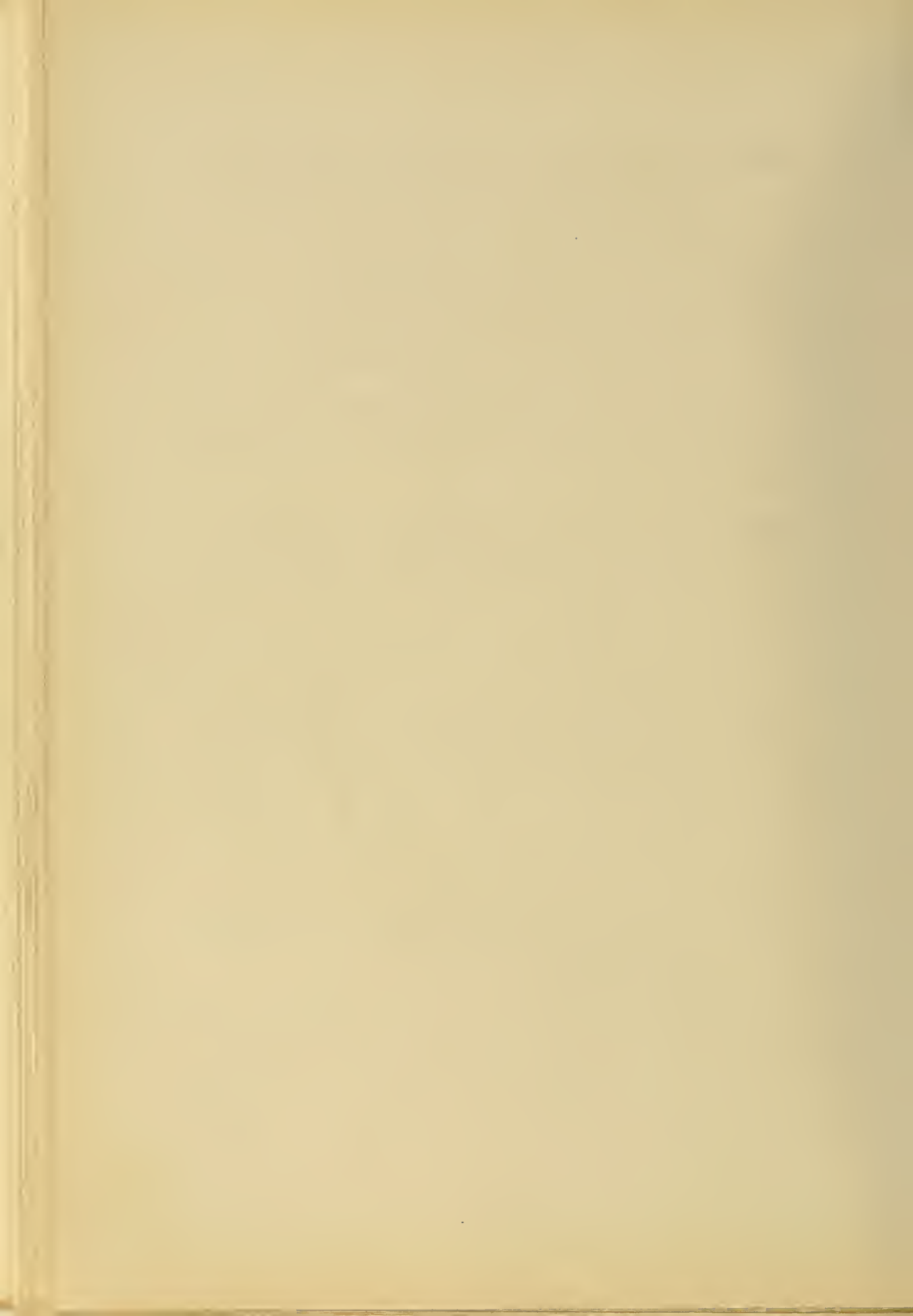
Professor Foord also stated the desirability of **Enlargement of dairy room.** enlarging the dairy room at the barn. It was

VOTED: To authorize the Treasurer and Professor Foord to prepare plans and procure estimates of cost for the enlargement of the dairy room.

After discussion concerning plans for addition to French Hall and for a new dormitory, it was **French Hall and Dormitory.**

VOTED: To authorize the President and Mr. Ritchie to re-study the plans for both buildings, and to authorize the Treasurer to procure new estimates of cost.

The Treasurer presented a form of application and **Sale of land.** agreement for the purchase of land from the college, with special reference to the sale of land to Professor Hasbrouck. It was



VOTED: To leave the presentation of the Hashbrouck application before the Governor and Council, to Mr. Wheeler, the President, and the Treasurer, together with the drawing of necessary agreement and deed.

The Treasurer recommended an increase in Mr. Jewett's salary from \$1200 to \$1300. He stated that Mr. Jewett was paying a rental of \$150 a year for the "Kellogg" house.

It was

VOTED: To authorize the Treasurer to charge Mr. Jewett a rental of \$100 a year for the "Kellogg" house, the same to take effect September 1, 1912.

The President and Treasurer reported a proposed schedule of apportionment of the special legislative appropriation of 1912 for Equipment. It was

VOTED: To adopt the recommendation as follows:

|                                   |        |
|-----------------------------------|--------|
| Botany, - - - - -                 | \$ 400 |
| Chemistry, - - - - -              | 1000   |
| Dairying (Marshall) - - - - -     | 2000   |
| Dairying (Lockwood) - - - - -     | 8000   |
| Experiment Station - - - - -      | 750    |
| General Horticulture, - - - - -   | 425    |
| Library, - - - - -                | 100    |
| Equipment, Draper Hall, - - - - - | 2000   |
| General Maintenance, - - - - -    | 500    |

\$15175

Also 1500, or so

\$16675,

much of this as may be necessary in the judgment of the President, for equipment for the Poultry Department. The balance of the appropriation, \$3325, to be apportioned at a later time.

The President and the Treasurer recommended an apportionment of the special appropriation of 1912 for Repairs, and it was



|  |               |
|--|---------------|
|  | Apportionment |
| <u>VOTED:</u> To adopt the apportionment as follows: | of 1912       |
|  | appropriation |
| New roof on horse barn, - - - - -                    | \$ 600 for    |
| Repairs glass houses, Experiment Sta-                | Repairs.      |
| tion, - - - - -                                      | 300           |
| Repairs at farm house, - - - - -                     | 50            |
| Wood floor, Registrar's office, - -                  | 50            |
| Repairs, North College, - - - - -                    | 500           |
| Repairs, Veterinary Building, - - -                  | 1000          |
| Sundry repairs, on Treasurer's order,                | 5000          |
| General repairs, subject to projects                 |               |
| approved by the President or the                     |               |
| Trustees' Committee, - - - - -                       | 7500          |
|  | \$15000       |

The Treasurer presented recommendations, projects, and cost estimates for repairs, as follows, same to be paid from "General repairs 1912", except that in the discretion of the Treasurer, the item for repairs in the Treasurer's office may be paid from the unexpended balance of the special appropriation for 1911.

|   |        |
|---|--------|
| Fitting up basement of South College for      |        |
| the Department of Agronomy, - - - - -         | \$ 150 |
| Cinder walk with foundation to Dairy Barn,    | 155    |
| Cinder surface walk to Dairy Building and     |        |
| Poultry Plant, - - - - -                      | 100    |
| Repairs and improvements, Treasurer's office, | 1900   |
| Repairs Steam line near Wilder Hall, - - -    | 550    |
|   | \$2855 |

It was

VOTED: To adopt the recommendation.

The Treasurer reported that sewage from Mr. E. M. Dickinson's house overflows onto the apiary lot. It was





VOTED: To leave the question of abating the nuisance to the Treasurer and Doctor Gates, no expense to the College to be incurred.

The Treasurer stated that the College would soon have to consider the necessity of enlarging and improving the heating and lighting plant, and presented a memorandum of cost of such improvements prepared by Mr. Schroyer. After discussion it was

Heating  
and  
Lighting  
Plant.

VOTED: To request Mr. Wheeler to secure the opinion of experts relative to need, methods and probable cost of the enlargement of the heating and lighting plant.

The Treasurer reported that the New England Telephone and Telegraph Company desired the cooperation of the College in erecting new electric light poles on the county road. It was

N. E. T.  
& T.  
Co.

VOTED: To leave the matter to the Treasurer with power.

A request was presented from the State Forester for permission to have telephone poles set on the north line of the College estate to carry wires to the forest nursery. It was

VOTED: To grant permission.

It was

VOTED: To authorize the Treasurer to discontinue the contract with the Amherst Gas Co. for street lights on the county road.

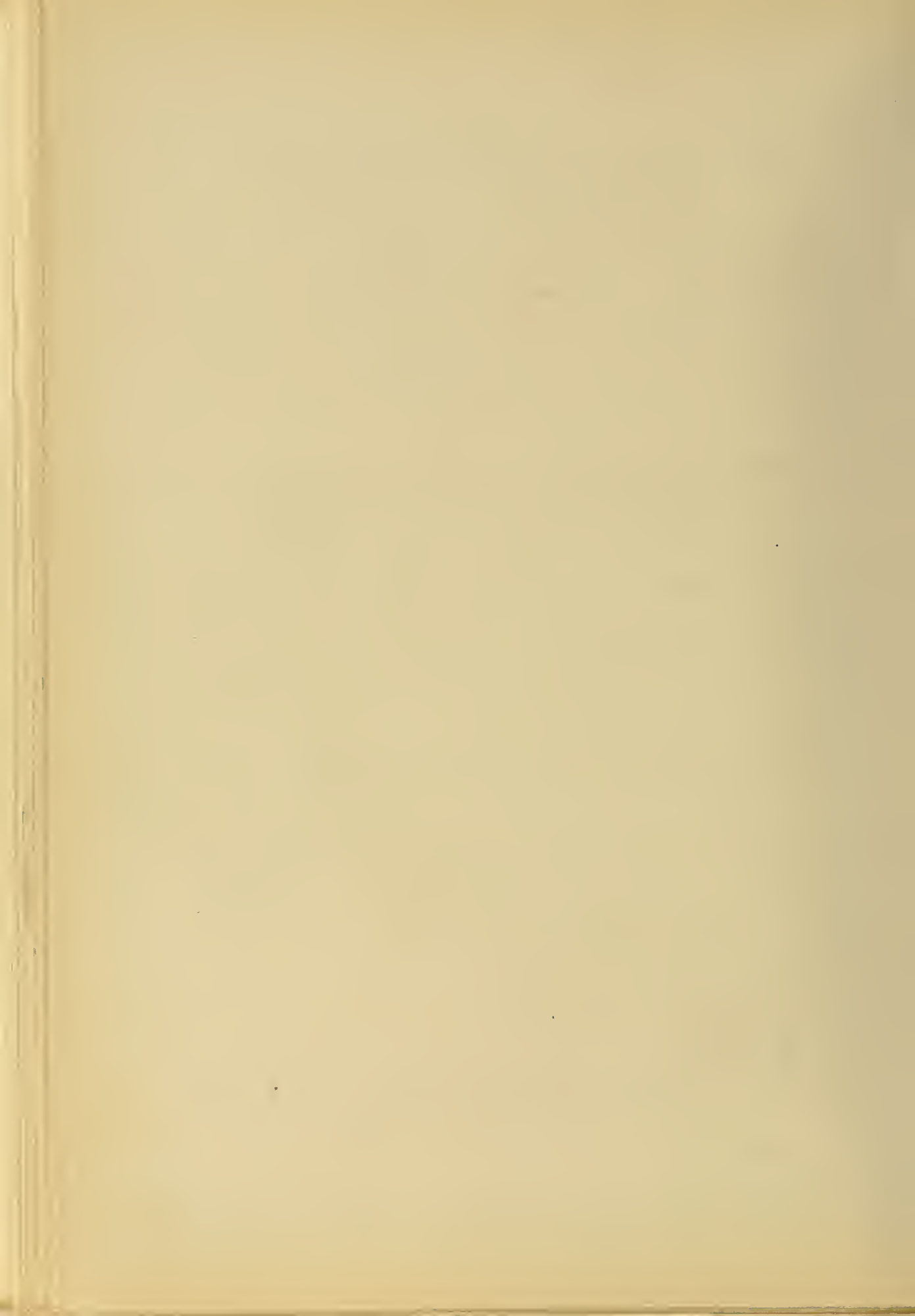
Lights  
on  
county  
road.

It was

VOTED: To authorize the Treasurer to pay the bill of Mr. James H. Ritchie of \$375 for architect's services in connection with the plans for an addition to French Hall.

French  
Hall.  
Architect's  
fee.

The Committee adjourned.



MINUTES OF COMMITTEE ON BUILDINGS AND GROUNDS

Office of the President, Amherst, Mass., September 7, 10:30 a.m.

**PRESENT:** Messrs. Bowker and Gerrett and  
President Butterfield.

President Butterfield reported the death  
of Mr. Thomas Canavan, and the following reso-  
lution was passed: --

Mr. Thomas Canavan, who passed away July 14,  
1912, was for forty-five years the faithful and  
loyal servant of the Massachusetts Agricultural  
College. His efficient services were always  
highly valued; his personality gained for him  
universal respect, and his kindly attitude  
toward all endeared him to those with whom he  
came in contact.

Mr.  
Canavan

The Trustees of this institution join  
his many friends among alumni, faculty, and  
students in mourning his loss, and hereby  
desire to record their expression of sympathy  
to his daughter and other relatives in these  
days of sorrow.

The Treasurer recommended an expenditure  
of \$200 for fire escapes at North and South  
Colleges in accordance with the plan approved  
by the State Inspector of Buildings, the cost  
of the same to be charged to the item of  
Special Repairs, President's order, It was

Fire  
escapes

VOTED: To adopt the recommendation.

The Treasurer reported that the students  
themselves had, by assessment, raised \$50 to  
compensate for the burning of the barn in  
June, 1911.

Westcott  
Barn



A letter from Professor Waugh was presented, recommending the retention of the north wing of the Stockbridge house. It was

VOTED: To authorize the Treasurer to retain the wing for the present.

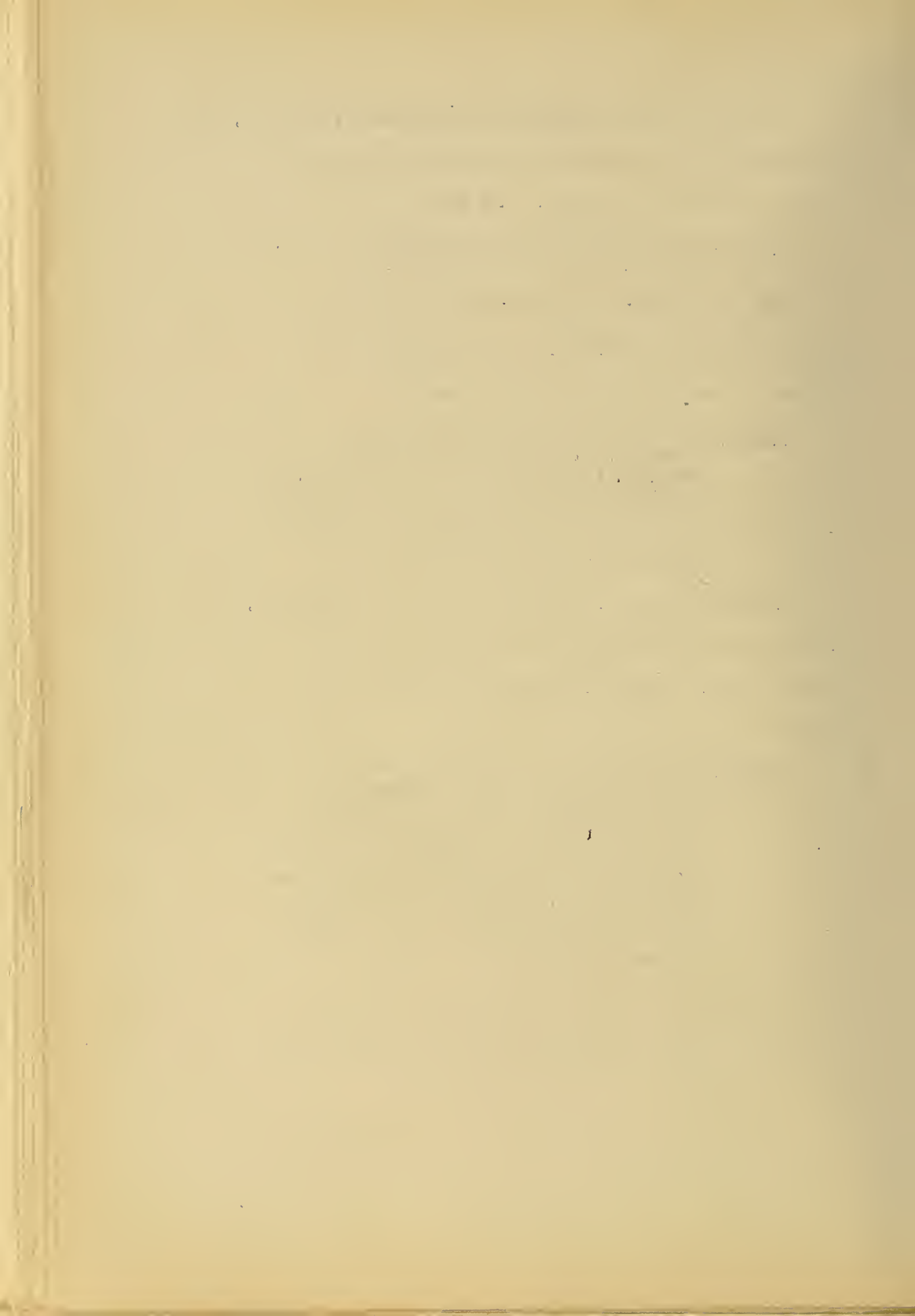
The Treasurer again raised the question of the position of the College relative to workmen's compensation, and it was

VOTED: To authorize the Treasurer to consult with the Industrial Accident Board and such other state officers as may seem best relative to the various questions involved and to bring the matter before the entire Board of Trustees.

The Committee inspected the dairy building, also the improvements and additions at the dining hall. After inspecting the apiary, it was

VOTED: To authorize the Treasurer to arrange for certain improvements in the grounds about the apiary at a cost not to exceed \$50, and to arrange for presentation to the Committee of a plan for completing and grading, with estimates of cost, in order that the grading may be done as early in the spring as possible.

The Treasurer was authorized to complete the third floor of the east wing of Draper Hall.





MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Bellevue Hotel, Boston, Friday, October 25, 1912, 1 p.m.

---

PRESENT: Messrs. Bowker, Gerrett, Preston, and Wheeler, and President Butterfield. There were also present Treasurer Kenney, Professor Foord, and Mr. Ritchie.

It was

VOTED: To approve the project for installing a rolling partition in the Grinnell Arena. The Treasurer's estimate for the same being about \$400.

Building estimates were presented for the dormitory, agricultural building, and the addition to French Hall; also a table of legislative projects for 1913 was presented by President Butterfield, action thereon being indicated by the schedule below. Special votes on certain items were as follows:--

VOTED: To recommend Project No.5 for improvements at the President's house, the estimates to be verified later.

Projects Nos.7 and 18 for fitting up offices for the Dean and Registrar were included in Project No. 9 for improvements at South College; Project No.9 also including improvements in the President's office.

Project No.16 for improvements at the power plant was not approved, for the Treasurer was authorized to install an automatic sprinkler system.

Projects Nos.25,26,27,29 and 30, all relating to general improvements on the farm, were approved subject to the approval of the Farm Committee.

A similar vote was taken with respect to Projects Nos.70,71,72 and 73, with reference to the approval of the Committee on Experiment Department.

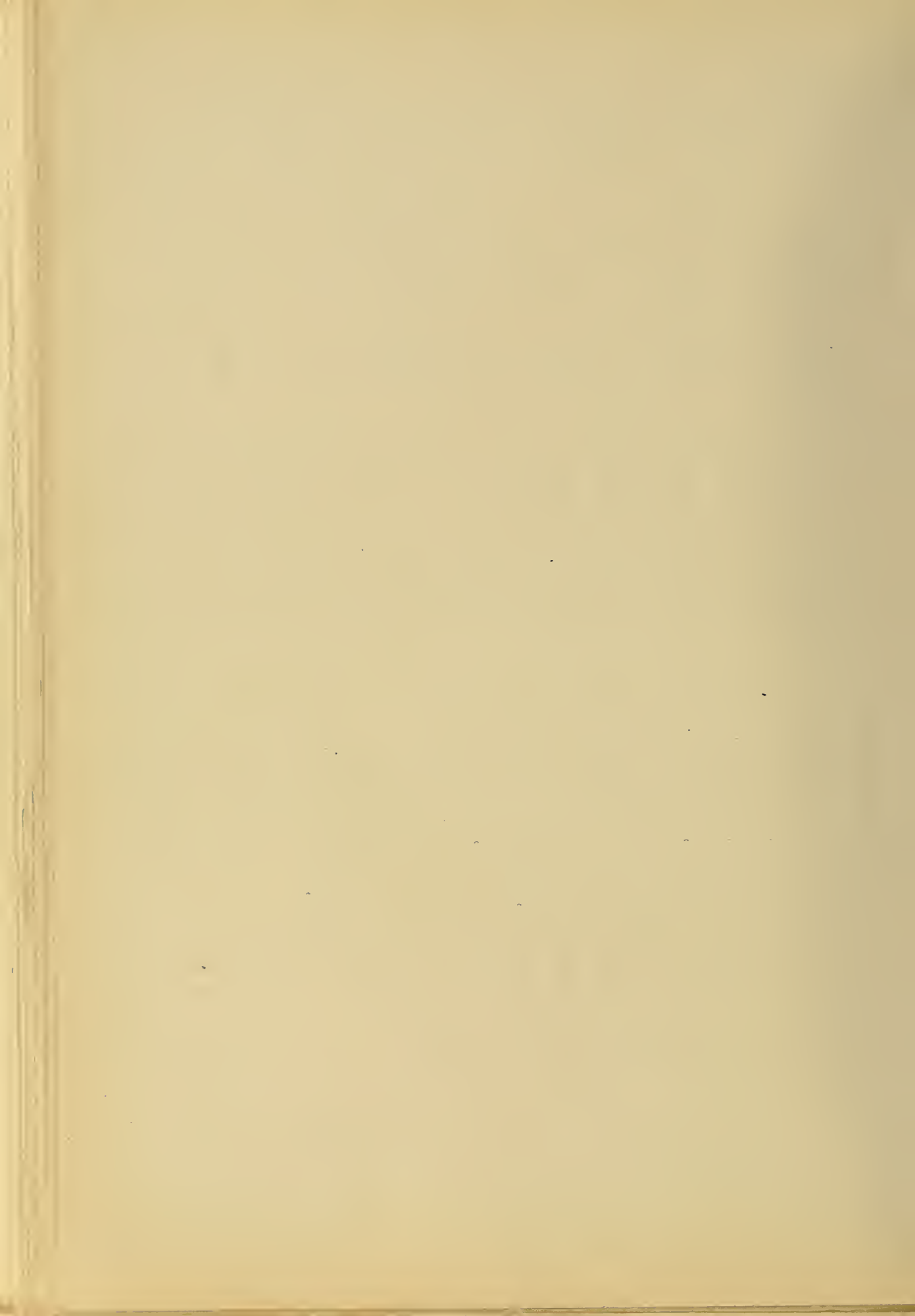
Project 40 was approved with the amendment that the road to be built adjacent to the new sidewalk on the Olmsted road should be at least 12' wide.



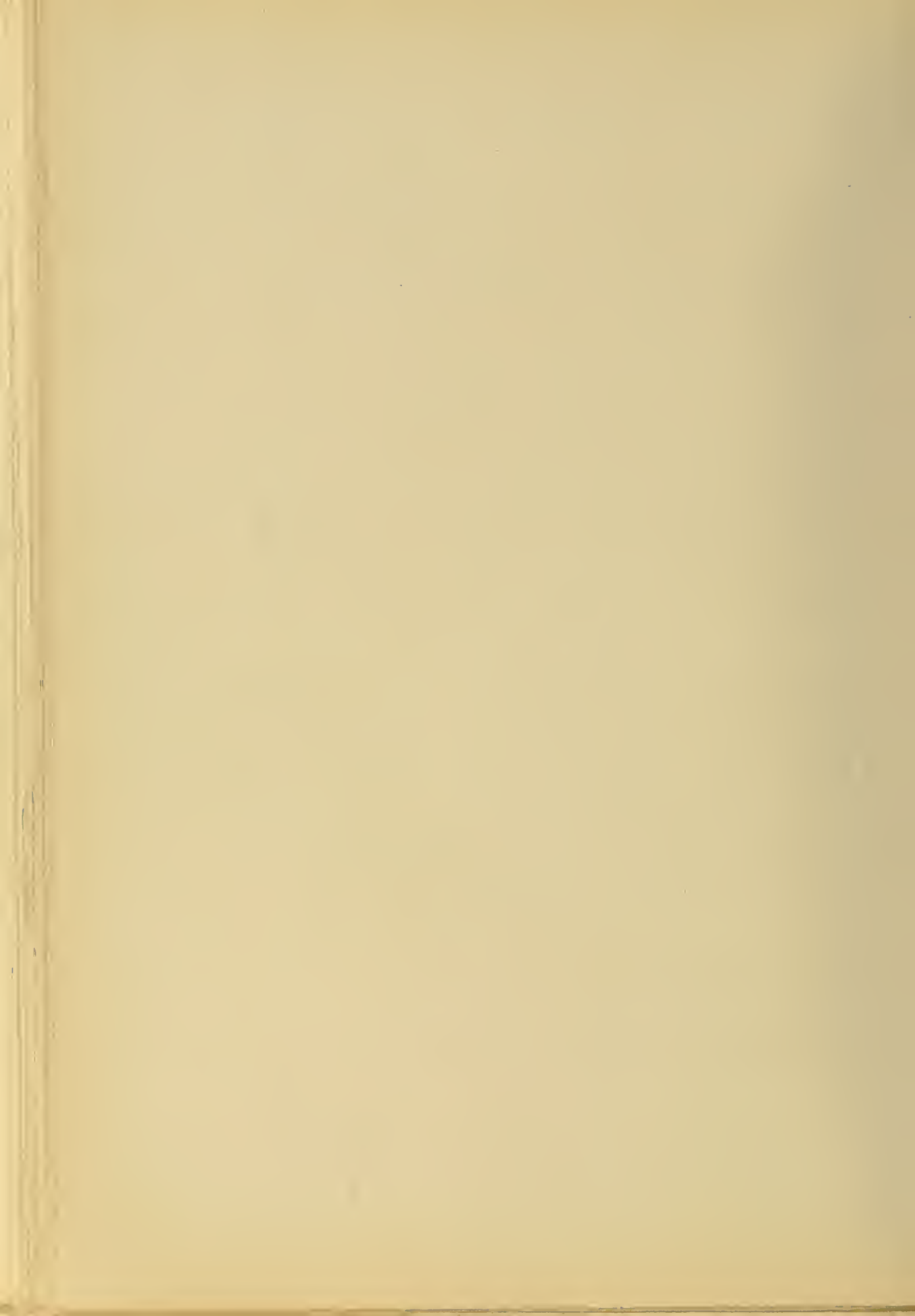
# LEGISLATIVE PROJECTS TO BE CONSIDERED BY THE

## COMMITTEE ON BUILDINGS AND GROUNDS.

| Project<br>number. | Department.     | Project for.                 | Classification.  | Dept.<br>request. | Rec.by<br>pres. | Committee<br>recommend. |
|--------------------|-----------------|------------------------------|------------------|-------------------|-----------------|-------------------------|
| 5                  | President's     | Improvements, Pres. House    | Gen.Improvements | \$ 1500           | Yes             | \$ 1500                 |
| 7                  | Dean's          | Improvements, Dean's Office  | Gen.Improvements | 500               |                 | See 9                   |
| 9                  | Gen.Maintenance | Improvements, South College  | Gen.Improvements | 7000 (inc.7 & 19) |                 | 7500                    |
| 10                 | Gen.Maintenance | Extension of Water Main      | Gen.Improvements | 1000              |                 | 1000                    |
| 11                 | Gen.Maintenance | Improvements, Draper Hall    | Gen.Improvements | 5100              |                 | Tabled                  |
| 12                 | Gen.Maintenance | Program Clock                | Gen.Improvements | 1500              | No              | Tabled                  |
| 14                 | Gen.Maintenance | Grading, Flint Laboratory    | Gen.Improvements | 500               | Yes             | 500                     |
| 16                 | Gen.Maintenance | Improvements, Power Plant    | Gen.Improvements | 1000              |                 | Tabled                  |
| 17                 | Gen.Maintenance | Painting College Buildings,  | Gen.Improvements | 2000              |                 | Tabled                  |
| 19                 | Registrar's     | Fitting up Office            | Gen.Improvements | 770               | Yes             | See 9                   |
| 25                 | Farm Admin.     | Remodeling Farm Dairy        | Gen.Improvements | 3700              |                 | 3700                    |
| 26                 | Farm Admin.     | Addition, Young Stock Stable | Gen.Improvements | 2100              |                 | 2100                    |
| 27                 | Farm Admin.     | Piggery                      | Gen.Improvements | 3000              |                 | 3000                    |
| 29                 | Poultry Hush.   | Addition to Poultry Plant    | Gen.Improvements | 3750.             | Yes             | 3750                    |
| 30                 | Poultry Hush.   | Fencing Poultry Farm         | Gen.Improvements | 380               |                 | 380                     |

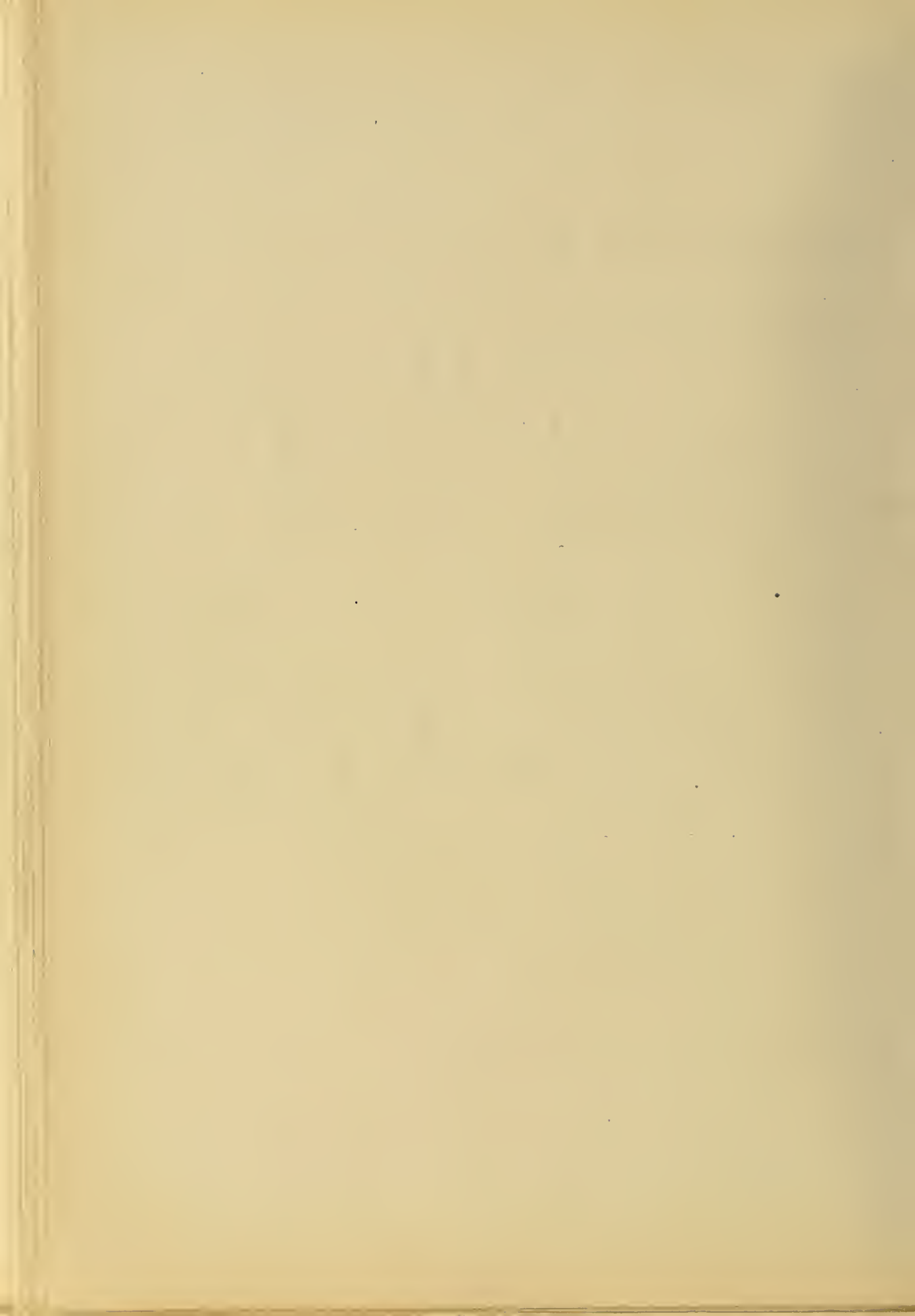


| Project number.                      | Department.         | Project for.                 | Classification.  | Dept. request. | Rec'd by Pres. | Committee recommend. |
|--------------------------------------|---------------------|------------------------------|------------------|----------------|----------------|----------------------|
| 32                                   | Gen. Horticulture   | Draining Harlow Farm         | Gen.Improvements | \$ 325         | Yes.           | \$ 325               |
| 37                                   | Landscape Gardening | Publication of Grounds Plan, | Gen.Improvements | 1000           | Yes            | 1000                 |
| 38                                   | Landscape Gardening | Improvements on Grounds      | Gen.Improvements | 1200           | Yes            | 1200                 |
| 39                                   | Landscape Gardening | New Walks                    | Gen.Improvements | 3000           | Yes            | 1500                 |
| 40                                   | Landscape Gardening | Road Construction            | Gen.Improvements | 1250           | Yes            | 1250                 |
| 41                                   | Market Gardening    | Steam Heating of Hot Beds    | Gen.Improvements | 600            | Yes            | Tabled               |
| 42                                   | Pomology            | Fencing Fruit Plantations    | Gen.Improvements | 1500           |                | Tabled               |
| 46                                   | Chemistry           | Improvements, Chem. Lab.     | Gen.Improvements | 550            | Yes            | 550                  |
| 49                                   | Zoology & Geology   | Exhibition Cases             | Gen.Improvements | 115            | Yes            | 115                  |
| 52                                   | Library             | Shelving                     | Gen.Improvements | 100            | Yes            | 100                  |
| 53                                   | Military Science    | Additional Targets           | Gen.Improvements | 350            | Yes            | 350                  |
| 54                                   | Military Science    | Flag Staff                   | Gen.Improvements | 625            | Yes            | 625                  |
| 69                                   | Exp. Station        | Improvements, Barn           | Gen.Improvements | 335            | Yes            | 335                  |
| TOTAL FOR GENERAL IMPROVEMENTS - - - |                     |                              |                  | \$44750        |                | \$30780              |



| Project Department.<br>number. | Project for.                       | Classification.                         | Dept.<br>request. | Rec.by<br>Pres. | Committee<br>recomm. |
|--------------------------------|------------------------------------|---|-------------------|-----------------|----------------------|
| 18                             | Gen. Maintenance                   | Repairs, North College                  | \$ 350.           | Yes.            | \$ 350               |
| 34                             | Floriculture & Gen.<br>Maintenance | Painting College Buildings.             | 1275              | Yes             | 1275                 |
| 44                             | Botany                             | Repairs, Greenhouse                     | 125               | Yes             | 125                  |
| 70                             | Exp. Station                       | Repairs, Hot Houses                     | 200               | Yes             | 200                  |
| 71                             | Exp. Station                       | Retracking Vegetation House             | 80                | Yes             | 80                   |
| 72                             | Exp. Station                       | Repairs, Farm House                     | 350               | Yes             | 350                  |
| 73                             | Exp. Station                       | Repairs, Hatch Barn & Creamery, Repairs | 350               | Yes             | 350                  |
| TOTAL FOR REPAIRS              |                                    |   | - - - \$2230      |                 | \$2730               |
| 8                              | Gen. Maintenance                   | Dormitory                               | Buildings \$30000 |                 | \$30000              |
| 22                             | Agriculture                        | Agricultural Building                   | Buildings 210000  |                 | 210000               |
| 28                             | Farm Admin.                        | Farm House                              | Buildings 2000    |                 | 2000                 |
| 33                             | Floriculture                       | Addition, French Hall                   | Buildings 35000   | Yes             | 35000                |
| 55                             | Military Science                   | Gymnasium & Armory                      | Buildings 100000  |                 | Tabled               |
| TOTAL FOR BUILDINGS            |                                    |   | - - - \$377000    |                 | \$277000             |
| 35                             | Forestry                           | Purchase of Graves' Tract               | Land \$ 19815.    |                 | Tabled.              |





MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS

Hotel Bellevue, Boston, Mass., November 7, 1912, at 4 p.m.

---

PRESIDENT: Messrs. Bowker, Gerrett, Preston, Wheeler, and President Butterfield. Treasurer Kenney and Prof. W. D. Clark were also present.

Mr. Watts for the Phi Sigma Kappa fraternity corporation presented a request for the lease of a small parcel of land, and also asked if the Committee would consider a proposal whereby the College would furnish light and heat for the proposed fraternity house. It was

VOTED: To recommend to the Trustees that there be leased to the Phi Sigma Kappa fraternity corporation a small parcel of land located north of the property owned by the fraternity and adjacent to it, on the following basis:

The fraternity corporation to be tenants at will at a nominal rental charge.

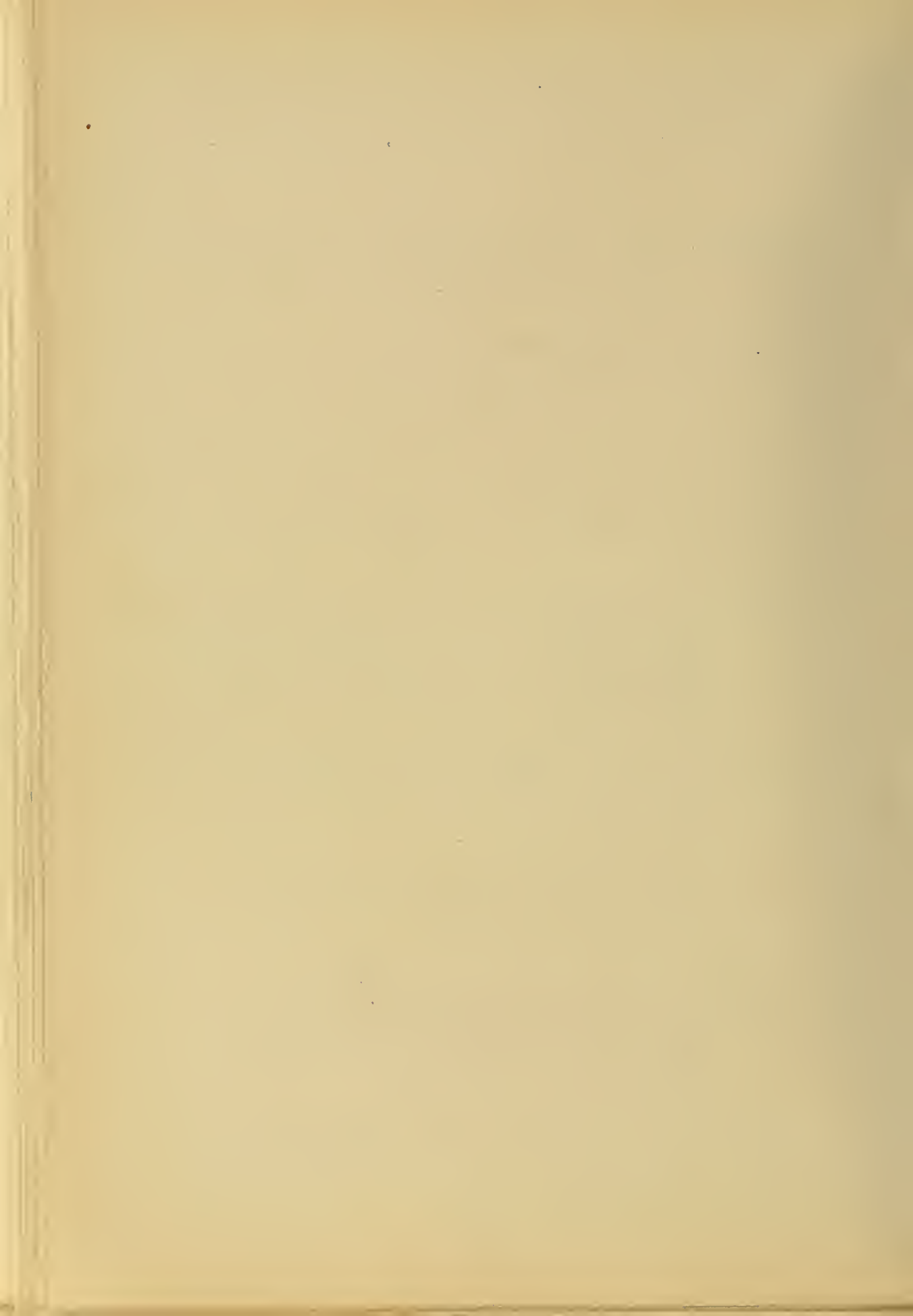
No building improvements to be made on the leased land.

The area to be used as a lawn and as such to be maintained in proper condition by the fraternity.

It was

VOTED: To request the Treasurer to investigate the question of furnishing light and heat for the proposed fraternity house and to render a report at the next meeting of this Committee.

Professor Clark appeared before the Committee and made a statement as to the situation relative to the Graves' forest tract. It was



VOTED: That Mr. Wheeler be delegated to communicate personally or by letter to Mr. Graves, Graves' bespeaking his generous consideration in connection with the acquisition of his tract forest tract.

President Butterfield reported that the officers of the Q. T. V. fraternity corporation had made a proposal to exchange land to them located south of the veterinary building for a parcel of land located north of the veterinary building. It was

VOTED: That in view of the fact that new land has recently been acquired for the purpose of exchange of land with fraternities, this Committee does not receive with favor the proposal of the Q. T. V. fraternity corporation to exchange land for the area of land located on the original college estate north of the veterinary laboratory. Q. T. V.  
Land

It was

VOTED: To authorize the Treasurer to expend approximately \$1200 of the Burnham emergency fund for the purchase of Purchase  
of  
Kappa Sigma  
property Kappa Sigma property located east of Lincoln Avenue.

It was

VOTED: To authorize the Department of Landscape Gardening to make a careful study of the proposed new plan of an athletic field, and to secure an estimate of the cost of grading.

Mr. Wheeler for the sub-committee on sewage Report disposal reported that the present plan under con- of sideration by the town of Amherst is to construct Special a main trunk line to the Connecticut River which Committee  
on  
Sewers will care for the sewage of the north and west portion of the town and also that of the College.



It was

VOTED: That this statement be transmitted to the full Board of Trustees as a report of progress.

Mr. Bowker in reporting for the sub-committee to consider a location for the proposed chemistry building, stated that the unanimous choice of the committee was a site located north of the house occupied by Professor Waugh, bounded on the west by the county road and on the east by the Stock-bridge road.

Report  
of  
Special  
Committee  
on  
Location of  
Chemistry  
Laboratory

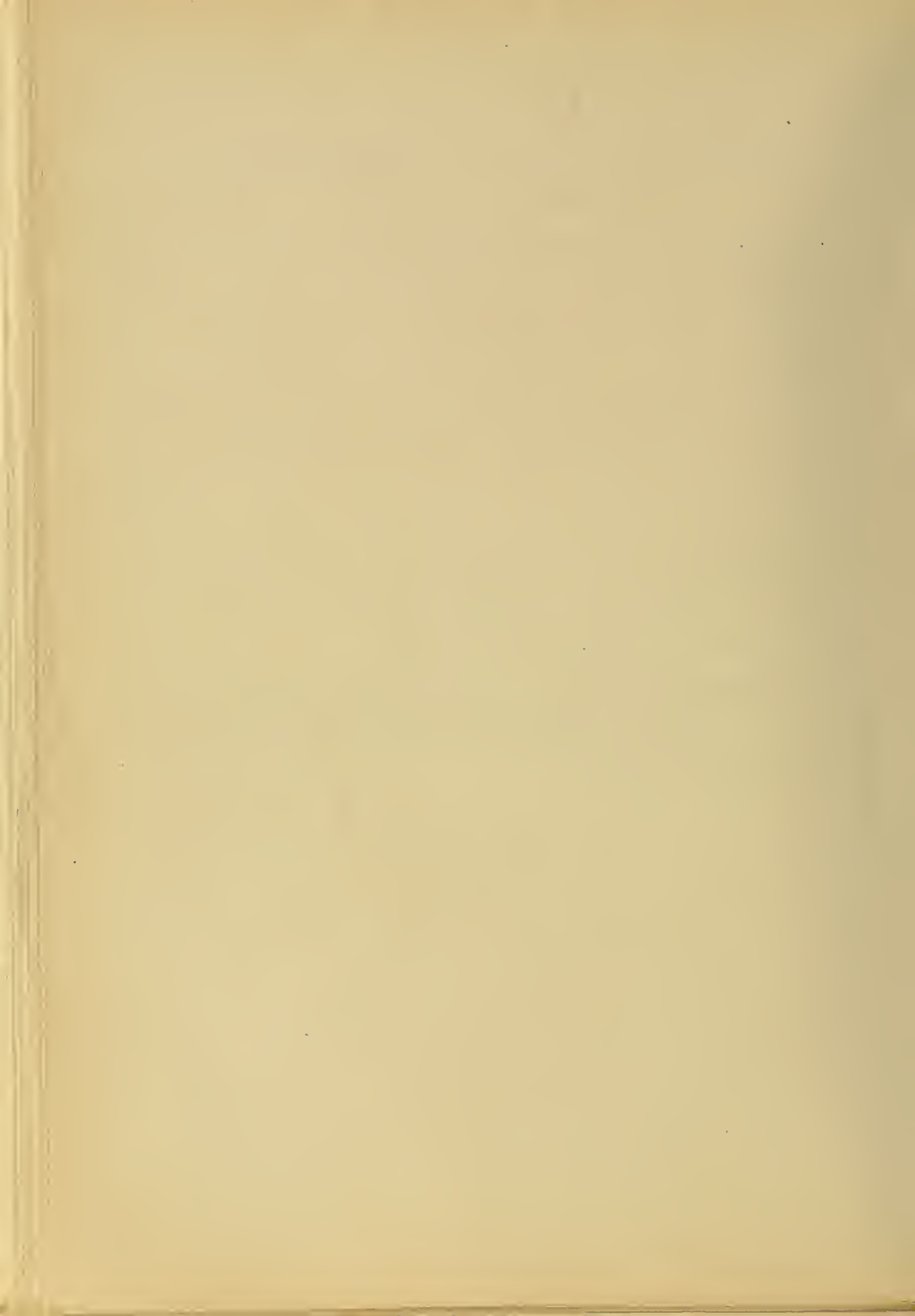
It was

VOTED: To accept this report as one of progress and refer it to the Trustees.

On motion of Mr. Gerrett, it was

VOTED: To include in the legislative budget for 1913 an item of \$2500 to cover the cost of plans for the proposed chemistry building.

Cost of  
building  
plans



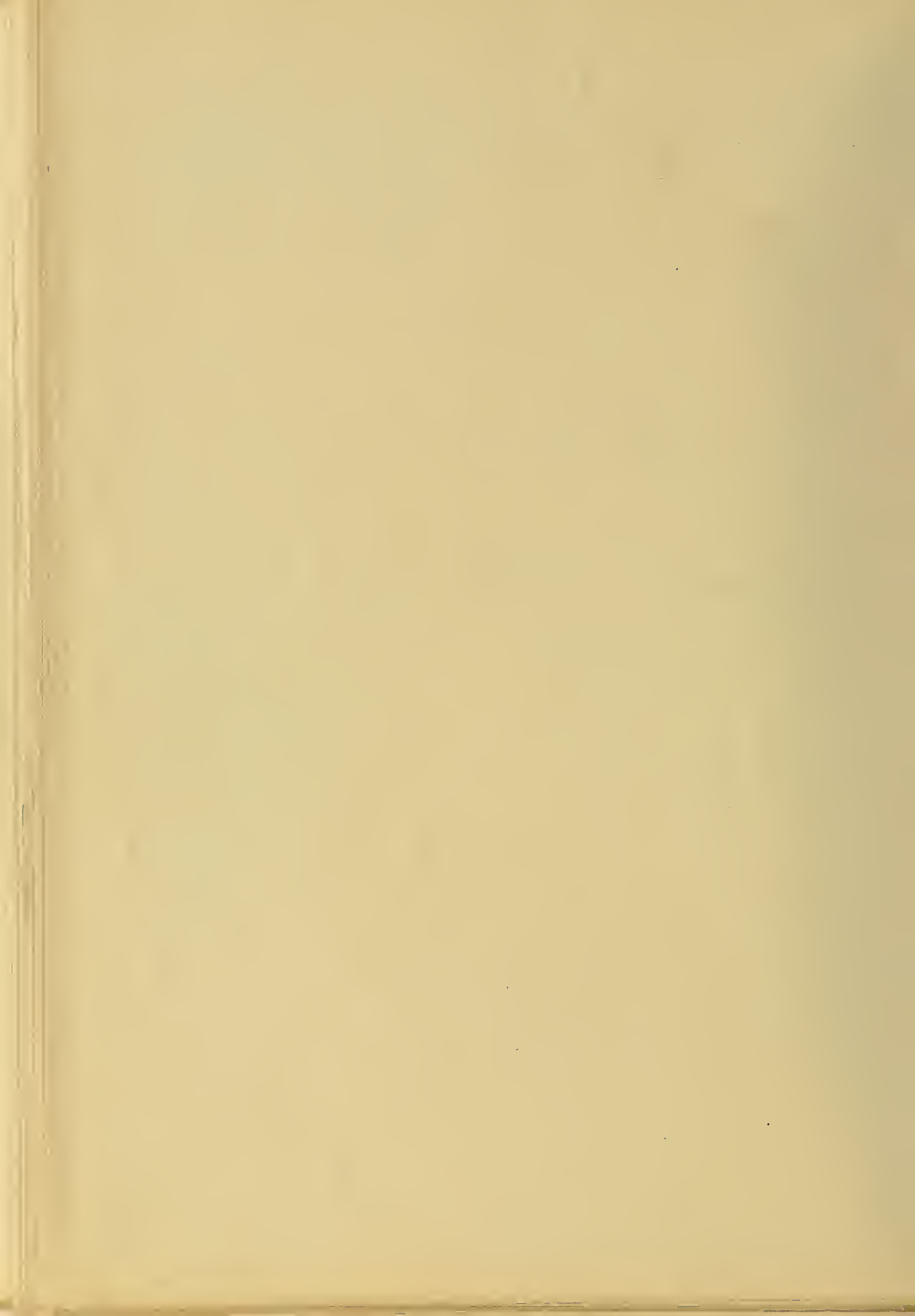


31-3  
1913 -

Indexed

MINUTES  
TRUSTEES' COMMITTEE  
ON  
BUILDINGS AND ARRANGEMENTS OF GROUNDS

=====



----- LIST OF COMMITTEE MEETINGS -----

Trustees Committee on BUILDINGS AND ARRANGEMENT OF GROUNDS.

| Date        | Place                      | Notice sent  | Minutes | Remarks |
|-------------|----------------------------|--------------|---------|---------|
| <u>1913</u> |                            |              |         |         |
| Jan. 2,     | Hotel Bellevue, Boston     | Dec.30,'12   | O. K.   |         |
| June 4,     | Hotel Bellevue, Boston     | June 2,      | O. K.   |         |
| June 16     | M. A. C. Amherst           | June 10      | O. K.   |         |
| July 7      | Hotel Bellevue, Boston     | June 30      | O. K.   |         |
| Sept. 30    | Amherst House, Amherst     | Sept. 25     | O. K.   |         |
| Dec. 2      | Hotel Kimball, Springfield | Nov. 26      | O. K.   |         |
| <u>1914</u> |                            |              |         |         |
| Jan. 7      | Hotel Bellevue, Boston     | Dec. 31      | O. K.   |         |
| April 2     | Hotel Bellevue, Boston     | Arr.by phone | O. K.   |         |
| April 29    | Hotel Bellevue, Boston     | April 27     | O. K.   |         |
| May 11      | M. A. C., Amherst          | May 5        | O. K.   |         |
| June 12     | Hotel Bellevue, Boston     | June 5       | O. K.   |         |
| June 27     | M. A. C., Amherst          | June 19      | O. K.   |         |
| July 2      | Hotel Bellevue, Boston     | June 19      | O. K.   |         |
| July 22     | M. A. C. Amherst           | July 17      | O. K.   |         |
| Oct. 30     | Hotel Bellevue, Boston     | Oct. 24      | O. K.   |         |



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

\*\*\*\*\*

Hotel Bellevue, Boston, January 2, 1913, at 4 p.m.

---

PRESENT: Messrs. Bowker, Gerrett, Preston, Wheeler,  
President Butterfield; Treasurer Kenney  
was also present.

The Treasurer asked the advice of the committee  
relative to the employment of a consulting architect, and  
it was

VOTED: To authorize the Treasurer to retain the ser- **Mr. Ritchie.**  
vices during the ensuing fiscal year, of Mr.  
James H. Ritchie as consulting architect, on  
the present basis of remuneration.

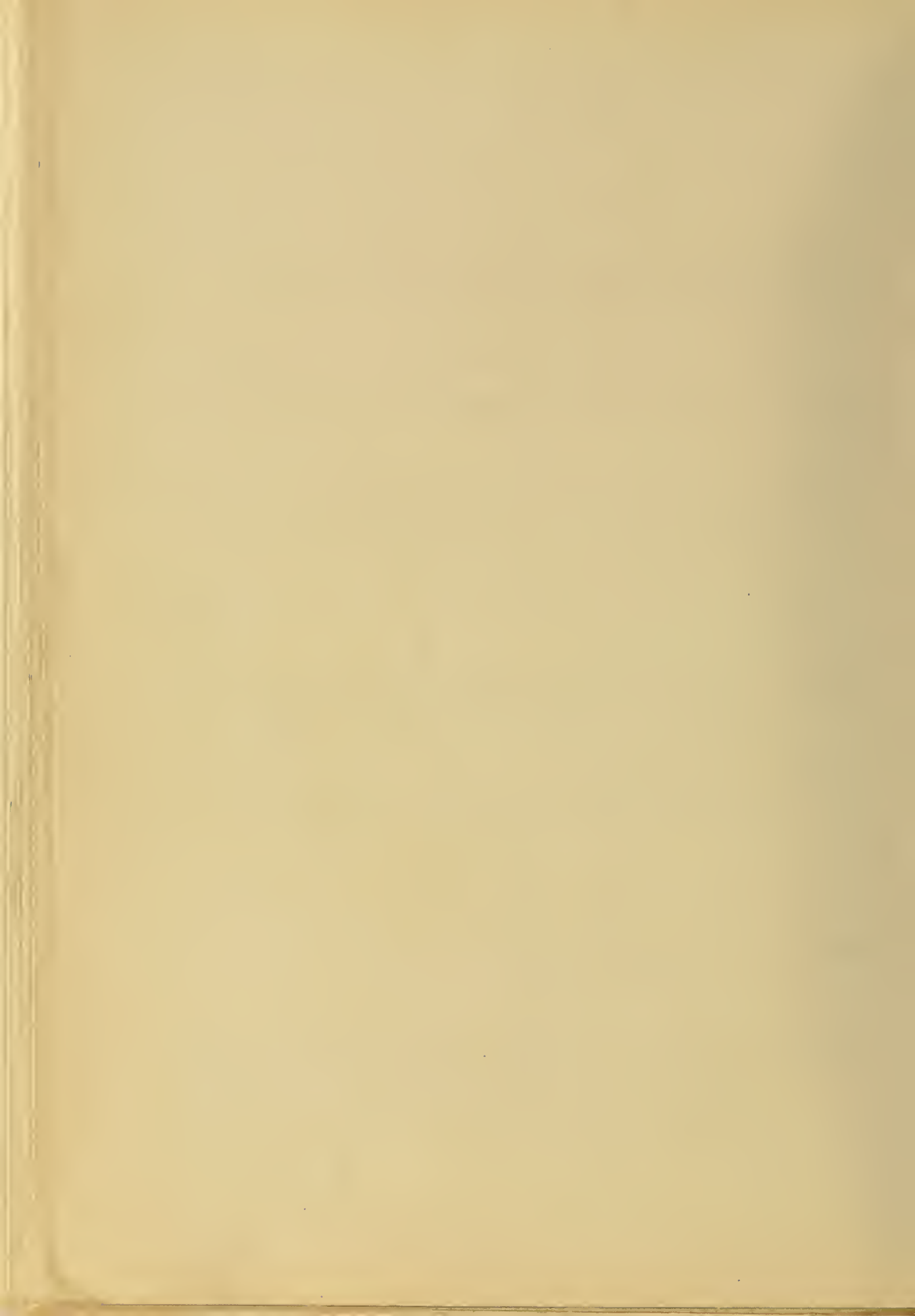
On presentation by the Treasurer of a project from  
Professor Lockwood, it was

VOTED: To authorize the Treasurer to have the steam **Flint**  
pipes in Flint Laboratory covered, the es- **Laboratory.**  
timated cost of \$400 to be met by the special  
appropriation of 1912 for repairs.

VOTED: To request Professor Clark to appear before the  
Board of Trustees January 3rd to explain the  
need of a forest tract for his department.

Mr. A. C. Warner, representing Mr. John G. Graves, **Graves'**  
**Forest**  
**Tract.**  
and Professor Clark appeared before the committee and dis-  
cussed values and terms of possible purchase by the College  
of the Graves' Forest Tract on Mt. Tobey. It was

VOTED: To refer to the Trustees the question of asking  
the legislature for an appropriation with which  
to purchase the Graves' Tract, recommending that  
further negotiations with Mr. Graves be left to  
Mr. Wheeler and President Butterfield.



Mr. W. C. Tannatt, Jr., of Easthampton, who had been employed by the sub-committee on the sewer question, presented a preliminary estimate of the cost to the College of sharing the expense of constructing the outlet of the sewer system of the town of Amherst. It was

VOTED: To recommend to the Trustees that they authorize the introduction into the legislature, of a bill calling for an appropriation sufficient to enable the College to bear its proportionate share of the cost of the outlet sewer in the town of Amherst, as authorized by Sec.11, Chap.484, Acts of 1912. Sewers.

Mr. Tannatt also presented preliminary plans for a system of sewers for the college estate; it was

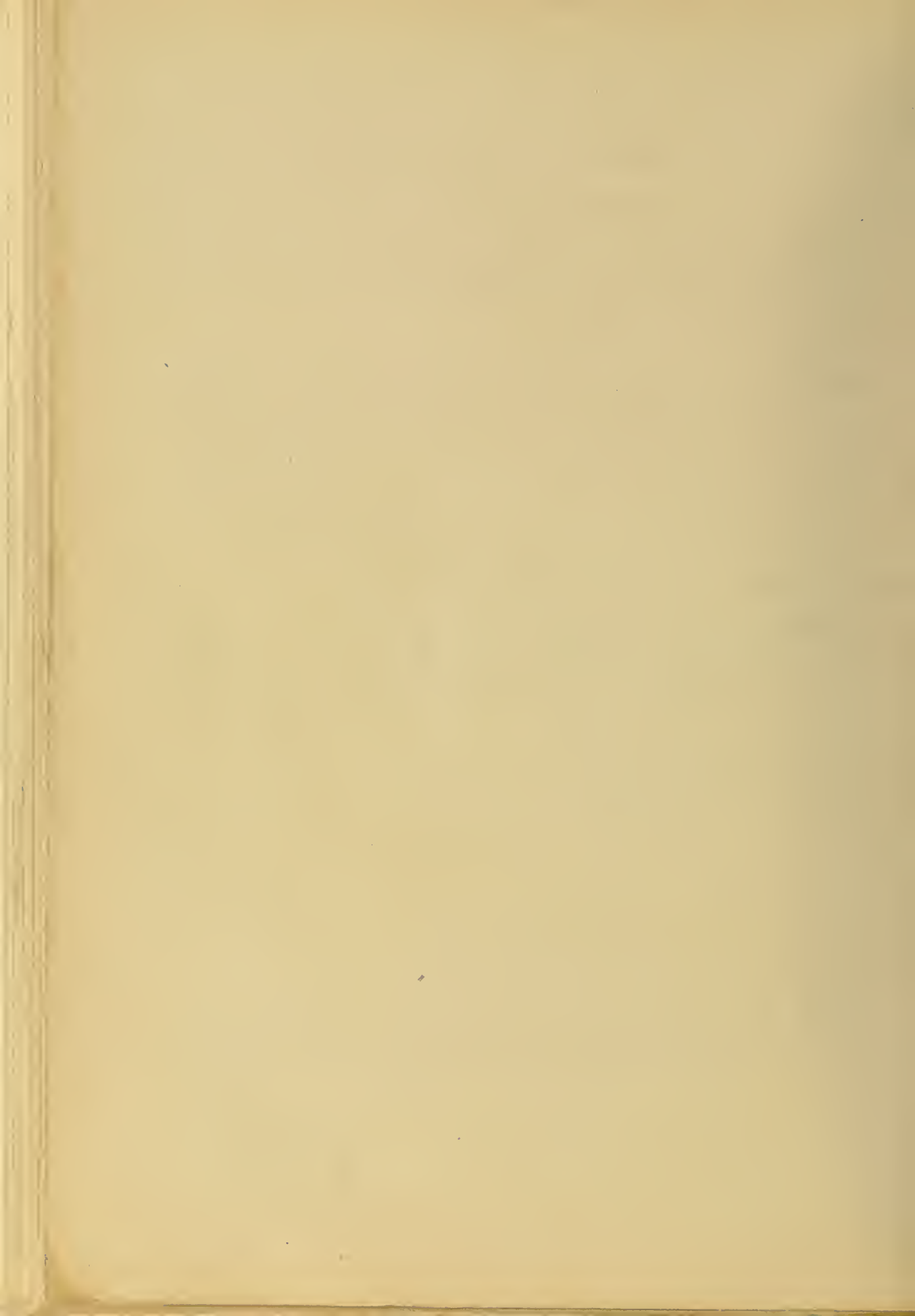
VOTED: To refer the plans to the sub-committee on sewers, formerly appointed, with power to have the plans completed and sewers constructed, cost of same to be paid from special legislative appropriation of 1912.

Dr. George E. Stone presented a protest against the College selling the Louisa Baker Land.

The sub-committee appointed to consider the proposal of Mr. D. H. Nash for the exchange of the Owen farm for a portion of the Louisa Baker estate, reported that in their opinion such an exchange would be undesirable; it was Owen-Baker Land.

VOTED: To report to the Trustees that in the opinion of the Committee on Buildings and Grounds, it would be inexpedient to try to effect the exchange of land as proposed by Mr. D. H. Nash.





MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS

Hotel Bellevue, Boston, June 4, 1913, 4:30 p.m.

---

PRESENT: Messrs Bowker, Gerrett, and Acting President Lewis. Treasurer Kenney was also present.

In regard to Professor Gordon's request for soil to be removed from the knoll south of Clark Hall for private use, it was

VOTED: That, while the Committee would be glad to accommodate Professor Gordon, it does not feel justified, under the present building policy of the institution, in disposing of the soil faster than the same is needed for grading about buildings to be erected in the near future. Soil for C. E. Gordon

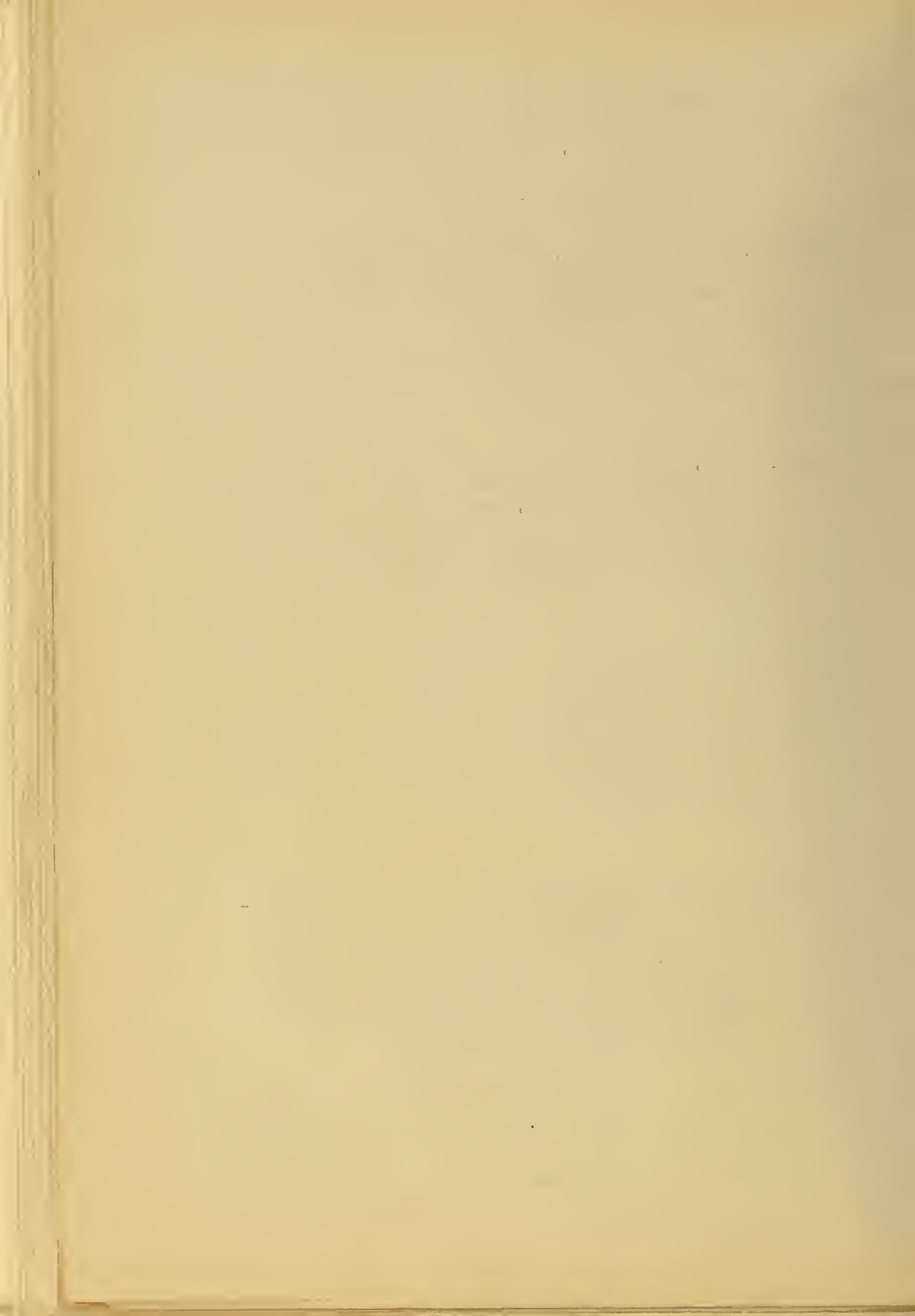
The Treasurer reported on the legislative appropriation for buildings and grounds, and it was

VOTED: That, if the proposed addition to French Hall can be made fireproof at an additional cost of approximately 10% of the original estimates, the construction on this basis be authorized. Construction of French Hall

It was

VOTED: To authorize the Treasurer to confer with the State Commission on Economy and Efficiency and seek an adjustment in certain items in the appropriation now before the Legislature for improvements and repairs for 1913, so as to provide for essential improvements in the proposed Registrar's office, the Poultry Department, and at the farm dairy. Adjustment of appropriation

The Treasurer presented a petition from the employees at the power plant requesting certain changes in working hours for the summer months. No vote was passed, but the sentiment was that the proposed change would be inexpedient.



The Treasurer presented a bill from Mr. James H. Ritchie on account of work done as architect for the addition to Draper Hall. The bill was left for adjustment between Mr. Ritchie and the Treasurer.

It was

VOTED: That bulletin boards be placed only in the halls of the college buildings.

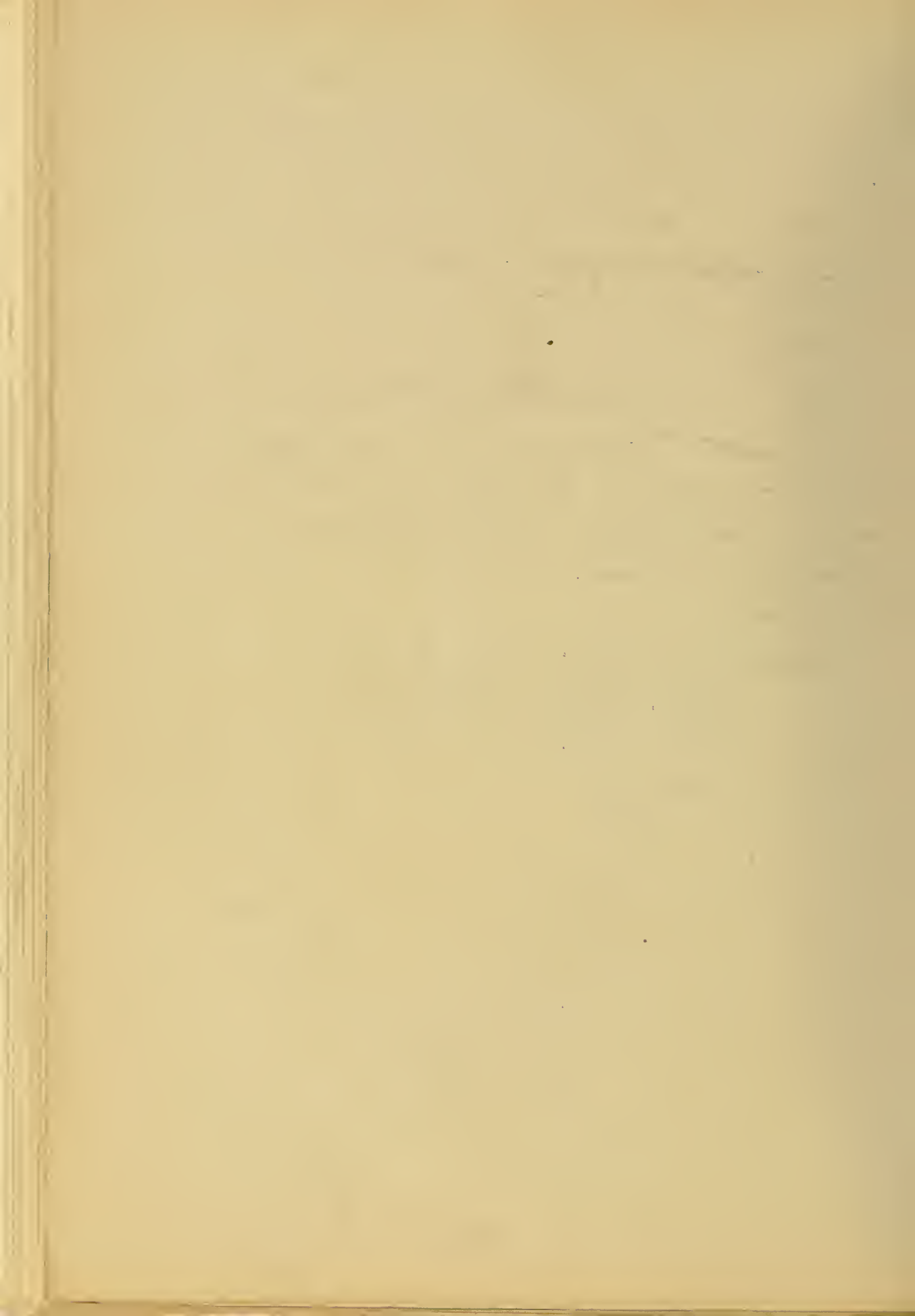
Bill of  
J. H. Ritchie  
Bulletin  
Boards

A discussion followed relative to the proposed exchange of a portion of the Baker land for the Owen farm. The sentiment of those present was against such an exchange.

It was

VOTED: That a special meeting of this committee be held at Amherst at 4 p.m., Monday, June 16, to consider the project for the athletic field and other matters.

Owen-Baker  
Land



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

President's Office, Amherst, Mass., June 16, 1913, at 4:00 p.m.

PRESENT: Messrs. Bowker, Gerrett, William Wheeler, Preston, and Acting President Lewis; Treasurer Kenney was also present.

The Treasurer presented the following schedule of projects approved by the Commission on Economy and Efficiency for repairs and improvements to be carried out under special appropriation for 1913: Repairs and Improvements 1912.

|   |            |
|---|------------|
| Improvements at President's House,                        | \$ 600.00  |
| Repairs and Improvements at South College,                | 6500.00    |
| Extension of Water Mains,                                 | 1000.00    |
| Grading around Dairy Building,                            | 500.00     |
| Painting College Buildings,                               | 1275.00    |
| Repairs to North College,                                 | 350.00     |
| Addition to Young Stock Stable,                           | 2100.00    |
| Piggery,  | 3000.00    |
| Living Accommodations for Farm Help,                      | 2100.00    |
| Improvements at Poultry and Fencing Poultry Farm,         | 2000.00    |
| Construction of New Walks,                                | 1500.00    |
| Draining Harlow Farm,                                     | 325.00     |
| Improvements on Grounds,                                  | 1155.00    |
| Road Construction,  | 1250.00    |
| Repairs on Greenhouse,                                    | 125.00     |
| Repairs and Improvements in Chemistry Building,           | 550.00     |
| Exhibition cases for Zoological Museum,                   | 115.00     |
| Book shelves in Library,                                  | 100.00     |
| New Targets on indoor range,                              | 350.00     |
| Repairs and Improvements at barn of Experiment Station,   | 335.00     |
| Repairs and Improvements on Hot-house Experiment Station, | 200.00     |
| Re-tracking vegetation house Experiment Station,          | 80.00      |
| Repairs on farm house, Experiment Station,                | 280.00     |
| Repairs at barn and creamery, Experiment Station,         | 210.00     |
|   | <hr/>      |
|   | \$26000.00 |

It was

VOTED: To authorize the Treasurer to proceed with the carrying out of these projects with the following modifications:

- (1) To use approximately \$500 of special appropriation of 1912 for repairs; to provide adequate improvements to South College.





- (2) That in the project for improvements of grounds, the item of \$450 for grading around Clark Hall be delayed until a later date.

Grading,  
Clark  
Hall.

- (3) That the addition to the young stock stable and the erection of piggery be carried out, subject to approval of the Farm Committee.

Stable  
and  
Piggery

It was

VOTED: That the request of Michael Fenton, an employee of the power plant, for a vacation be referred to the Treasurer with power.

The Treasurer presented a letter from James H. Ritchie as an explanation of his bill rendered on account of architect's fees for Draper Hall, and it was

Bill of  
James H.  
Ritchie.

VOTED: To pay the bill as originally submitted.

It was

VOTED: To authorize the Treasurer to advertise for bids for the construction of the addition to French Hall.

VOTED: That the addition to French Hall be constructed on a fireproof basis, provided the cost does not exceed ten per cent of the original estimate.

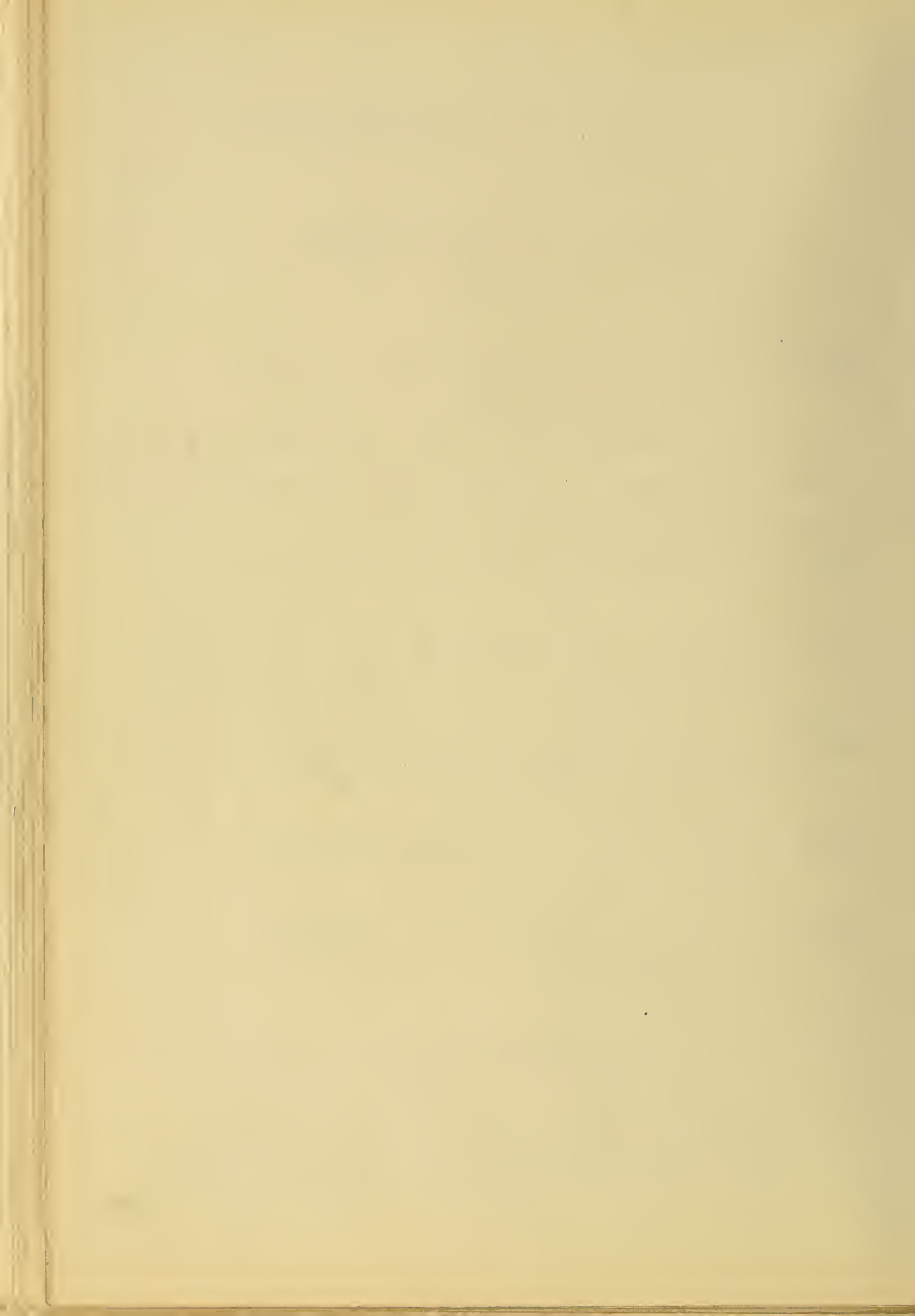
Construction  
of  
French Hall.

VOTED: To refer to the Treasurer the requests of Professors Lockwood and Foord for a new milk bottler at the farm dairy.

VOTED: To recommend to the Trustees the setting aside for athletic purposes a certain track of land belonging to the college, bounded as follows:

Beginning at a certain maple tree near the veterinary building and on the east side of Lincoln Avenue, thence easterly in a straight line perpendicular to the row of trees on Lincoln Avenue to the brook, thence, southerly following the brook to a point in line with the hedge located directly north of the so-called Kappa Sigma House, thence westerly in a straight line to Lincoln Avenue to the aforesaid maple tree.

Land for  
Athletic  
Purposes.



A discussion followed relative to the proposed exchange of a portion of the Baker estate for the Owen farm, and it was

VOTED: That it is the sense of this Committee that it should not approve of the transfer of a portion of the Baker estate for the Owen Farm unless it can be done with specific restrictions pertaining to the use and development of the Louisa Baker land. Owen and Baker Land.



# MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS

Bellevue Hotel, Boston, July 7, 1913, at 4:15 p.m.

PRESENT: Messrs. Preston, Gerrett, Bowker,  
and Acting President Lewis.  
Treasurer Kenney was also present.

Bids for the construction and for the heating and ventilating of the addition to French Hall were opened as given below: --

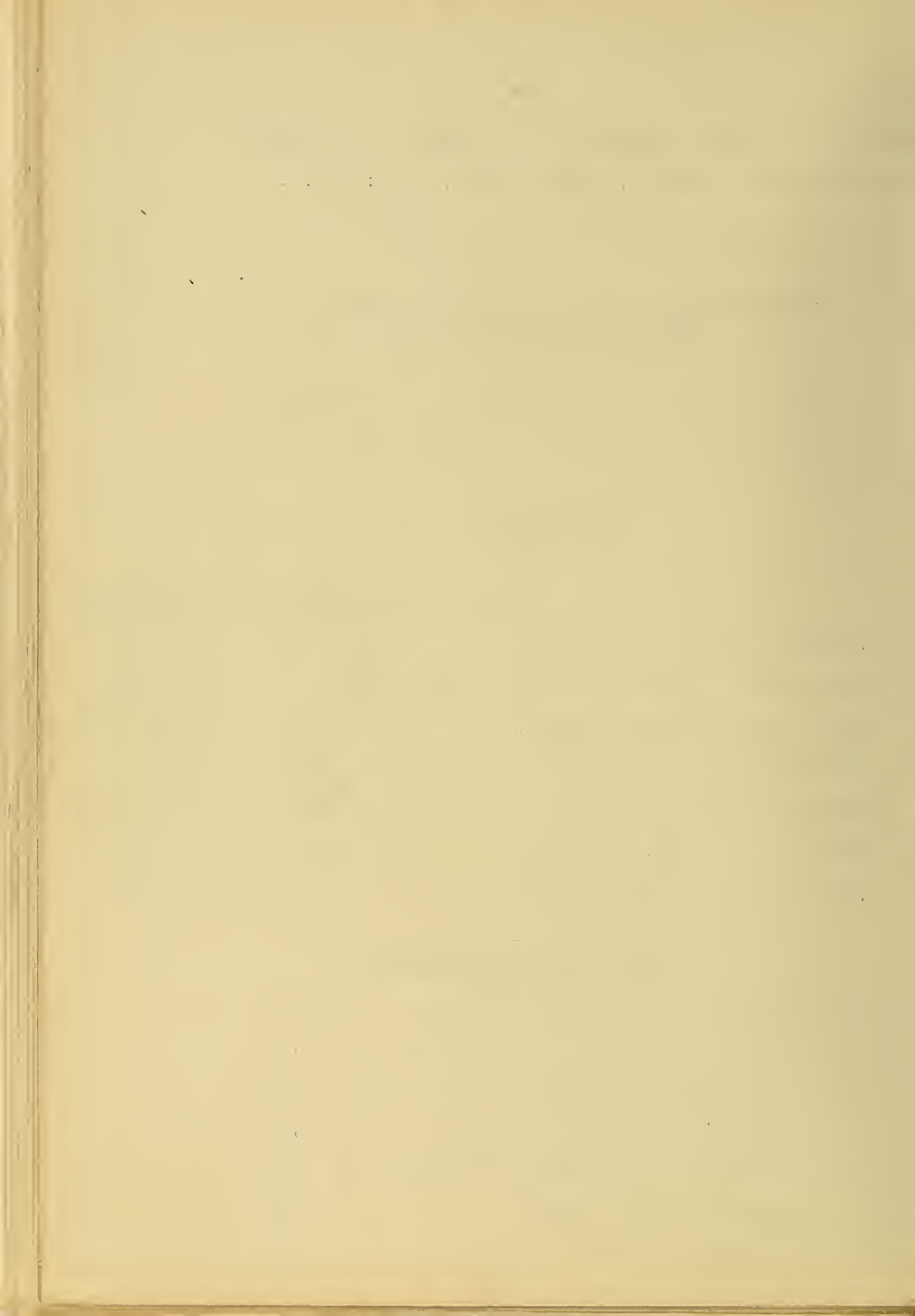
Bids for  
Addition  
to  
French Hall

## CONSTRUCTION

|   | <u>Present<br/>Construction</u> | <u>Fire Proof<br/>Construction</u> |
|---|---------------------------------|------------------------------------|
| H. Wales Lines Co., Meriden, Conn.,       | \$25,975                        | \$28,775                           |
| Casper Hanger Constr.Co., Holyoke, Mass., | 25,411                          | 29,618                             |
| Chas. H. Mead, Boston, Mass.,             | 27,172                          | -----                              |
| Holt-Fairchild Co., Boston, Mass.,        | 25,774                          | 32,059                             |
| Blodgett & Spaulding, Amherst, Mass.,     | 27,196                          | 32,196                             |
| Allen Brothers, Amherst, Mass.,           | 23,300                          | 28,300                             |
| C. S. Cunningham, Boston, Mass.,          | 24,355                          | 30,638                             |

## HEATING AND VENTILATING

|  |       |
|--|-------|
| Huey Brothers & Co., Boston, Mass.,          | 3,212 |
| Mutual Plumbing & Heating, Amherst, Mass.,   | 3,465 |
| Holyoke Valve & Hydrant Co., Holyoke, Mass., | 3,899 |
| Milner-Bill Co., Springfield, Mass.,         | 2,937 |
| Wyckoff & Lloyd Co., Springfield, Mass.,     | 2,995 |
| C. H. Sandborn, Boston, Mass.,               | 3,225 |
| Laskey & McMurrer, Boston, Mass.,            | 3,257 |



It was

VOTED: That the addition to French Hall should be of wood construction.

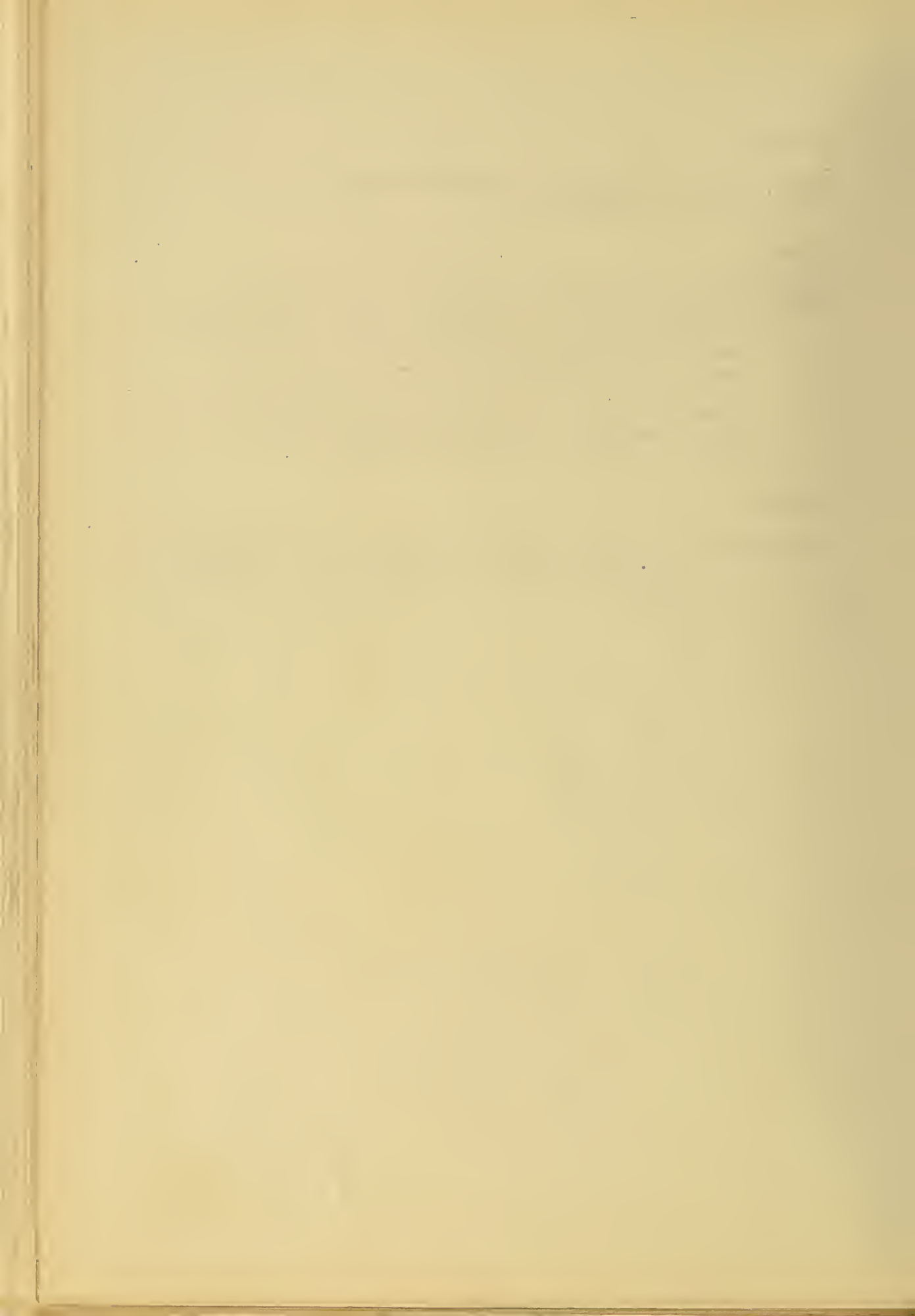
It was

VOTED: That the contract for the construction of the addition to French Hall should be awarded to Allen Brothers, Amherst, Mass., at \$23,300; and that the contract for heating and ventilating be awarded to Milner-Bill Co., if in the estimation of the President and the Treasurer that firm has a satisfactory financial standing, and if it has not, that the contract be given to Wyckoff & Lloyd Co.

It was

VOTED: That the matter of the restrictions pertaining **Louisa** to the Louisa Baker land be left to a committee **Baker** consisting of Messrs. William Wheeler, Bowker, **land** and Kenney.





MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Amherst House, September 30, 1913, at 5:30 p.m.

---

PRESENT: Messrs. Bowker, Gerrett, Preston, President Butterfield; Treasurer Kenney and Acting President Lewis were also present.

Professor Waugh appeared before the committee and outlined a project for grading around Clark Hall, and it was

VOTED: That the section of grounds be authorized to carry out this project for grading about Clark Hall and the triangle near Professor Hasbrouck's house. Grading.

The committee discussed location for the Infirmary. Final action, however, was deferred until the committee should have an opportunity to inspect the various sites proposed. Site for  
Infirmary

The Treasurer explained the status of the sewer construction, and it was

VOTED: To authorize the Treasurer to complete the work on the sewer system of the college. Sewer.

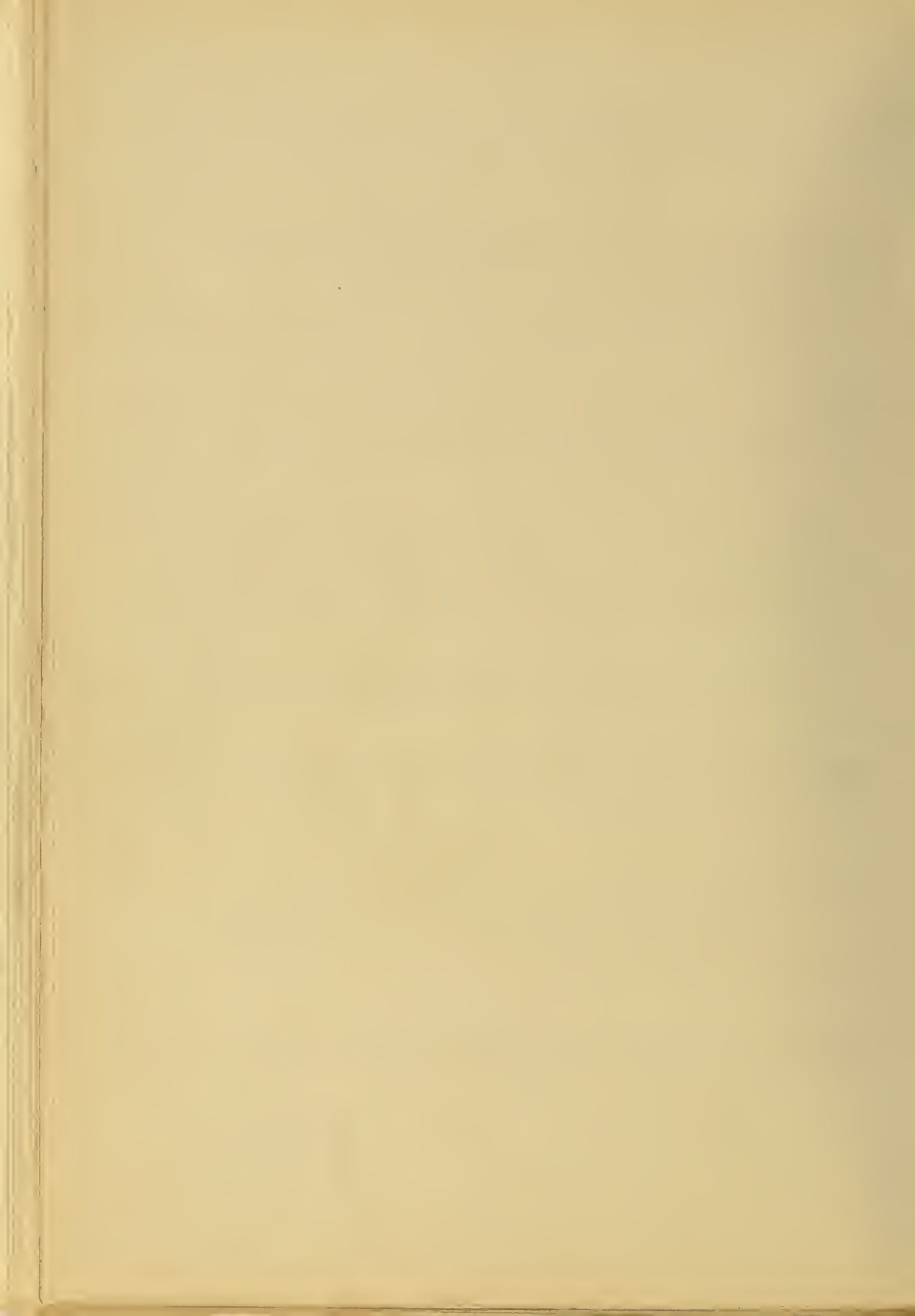
It was

VOTED: To be the sense of this committee that the college would not be justified in making further payment to the contractors for the construction of the sewer, beyond the original agreement. System.

It was

VOTED: To authorize the Treasurer to erect on the campus three electric light poles of cement and iron construction. Electric  
Light  
Poles.

Mr. Bowker on behalf of the sub-committee, to which had been referred the question of further consideration of the proposed exchange of Owen land for a portion of the Louisa Baker estate, reported that in their opinion



it seemed inexpedient to make the exchange. And it was

VOTED: That this committee report to the trustees that in their opinion it is inexpedient to make the exchange, but that they consider it desirable for the college to own the Owen land if it can be purchased at a reasonable price.

Baker-  
Owen  
Land.

It was

VOTED: To recommend to the trustees the adoption of the following resolution:

VOTED: That the Trustees of the Massachusetts Agricultural College do hereby grant to the Town of Amherst the right to construct and forever maintain a sewer across certain lands in Amherst, title to which land stands in the name of John F. Dickinson, and which lands said Dickinson holds subject to the right of purchase by the Trustees of the Massachusetts Agricultural College;

Dickinson  
Land.

Said Dickinson, is hereby authorized to execute and deliver to said Town of Amherst a release, in consideration of one dollar, and the Treasurer of the Massachusetts Agricultural College is hereby authorized to execute and deliver such memorandum or document as may be required by said Dickinson for his protection.

VOTED: To recommend to the Trustees that the college assume responsibility for the taxes and interest on the land at the south of the college property held for the college by Mr. Dickinson and Mr. Leonard.

Leonard-  
Dickinson  
Land.

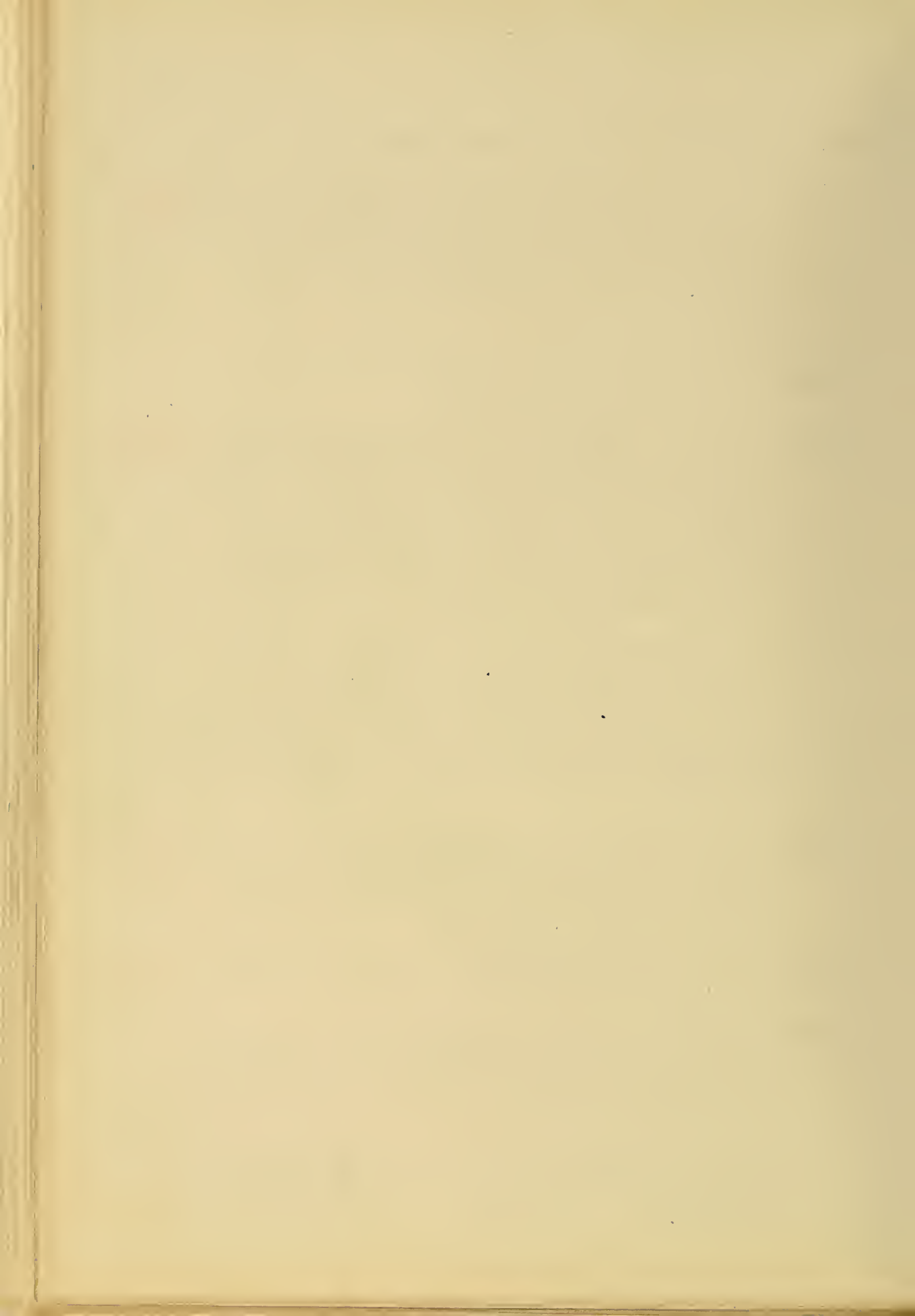
VOTED: That beginning September 1, 1913, the salary of C. A. Jewett be \$1300 per year.

Salary of  
C.A. Jewett

VOTED: To recommend to the Trustees that the college petition the next legislature to appropriate the sum of \$265,000 to be expended during the next two years for buildings and other additions at the college.

VOTED: To leave to Mr. Gerrett, with power, the final decision as to the amount to be expended for improvements and equipment of the President's offices.

Improve-  
ments at  
President's  
Office.



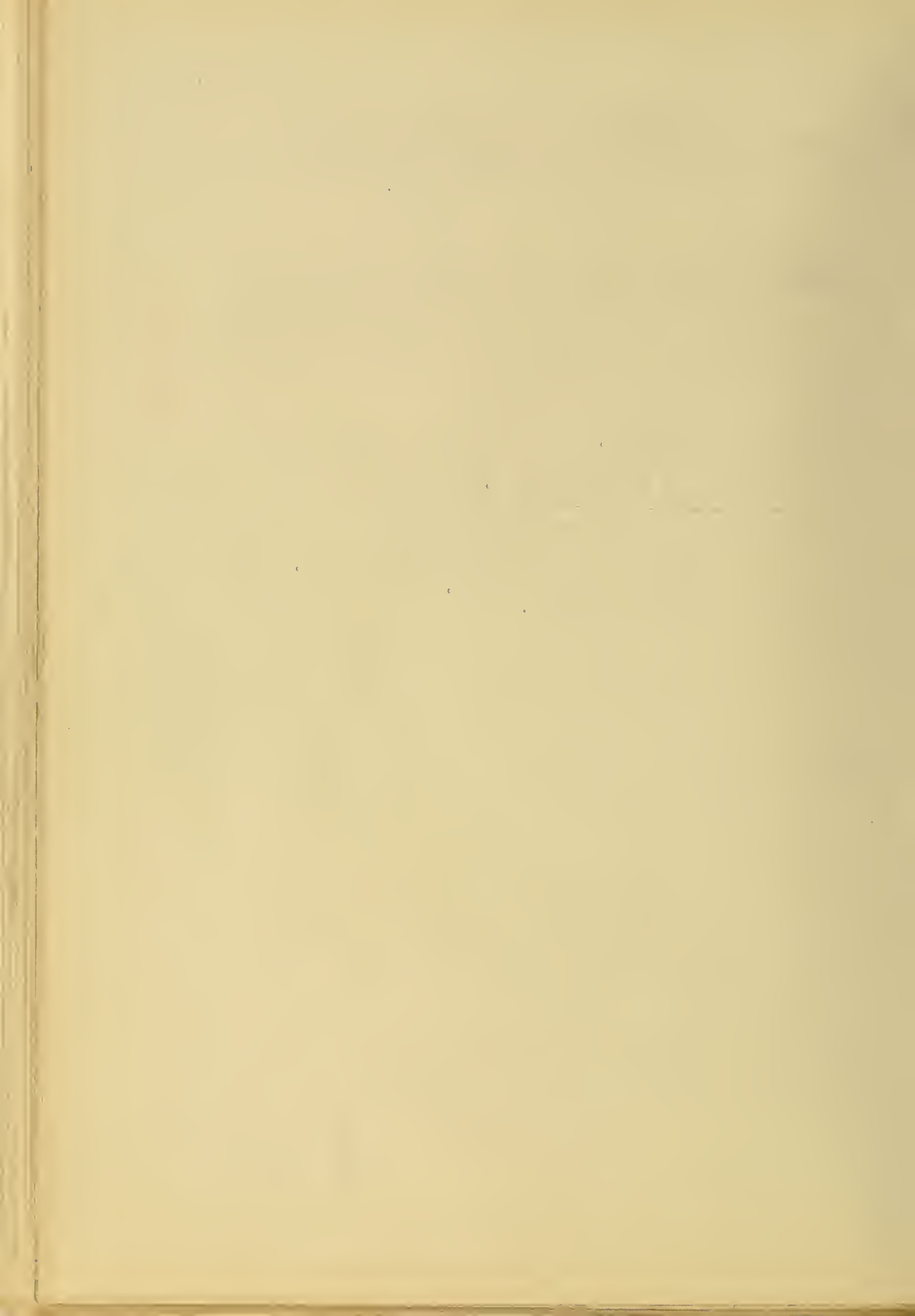
VOTED: To leave to the Acting President and Treasurer the question of finding rooms for research work in microbiology.

It was

VOTED: To recommend to the Trustees that this committee be authorized to secure tentative plans and estimates for the following buildings - if in the judgment of the committee the cost involved in securing such plans and estimates be reasonable:

Chemical Laboratory,  
Library,  
Laboratory for Microbiology  
and Physics,  
Drill Hall and Gymnasium,  
Addition to Power Plant,  
Addition to Greenhouses,  
Breeding Pens for Poultry Plant,  
Corn and Seed House,  
Potting House.

Plans  
and  
Estimates  
for  
New  
Buildings.





MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Kimball, Springfield, Mass., Dec. 2, 1913, at 2:45 p.m.

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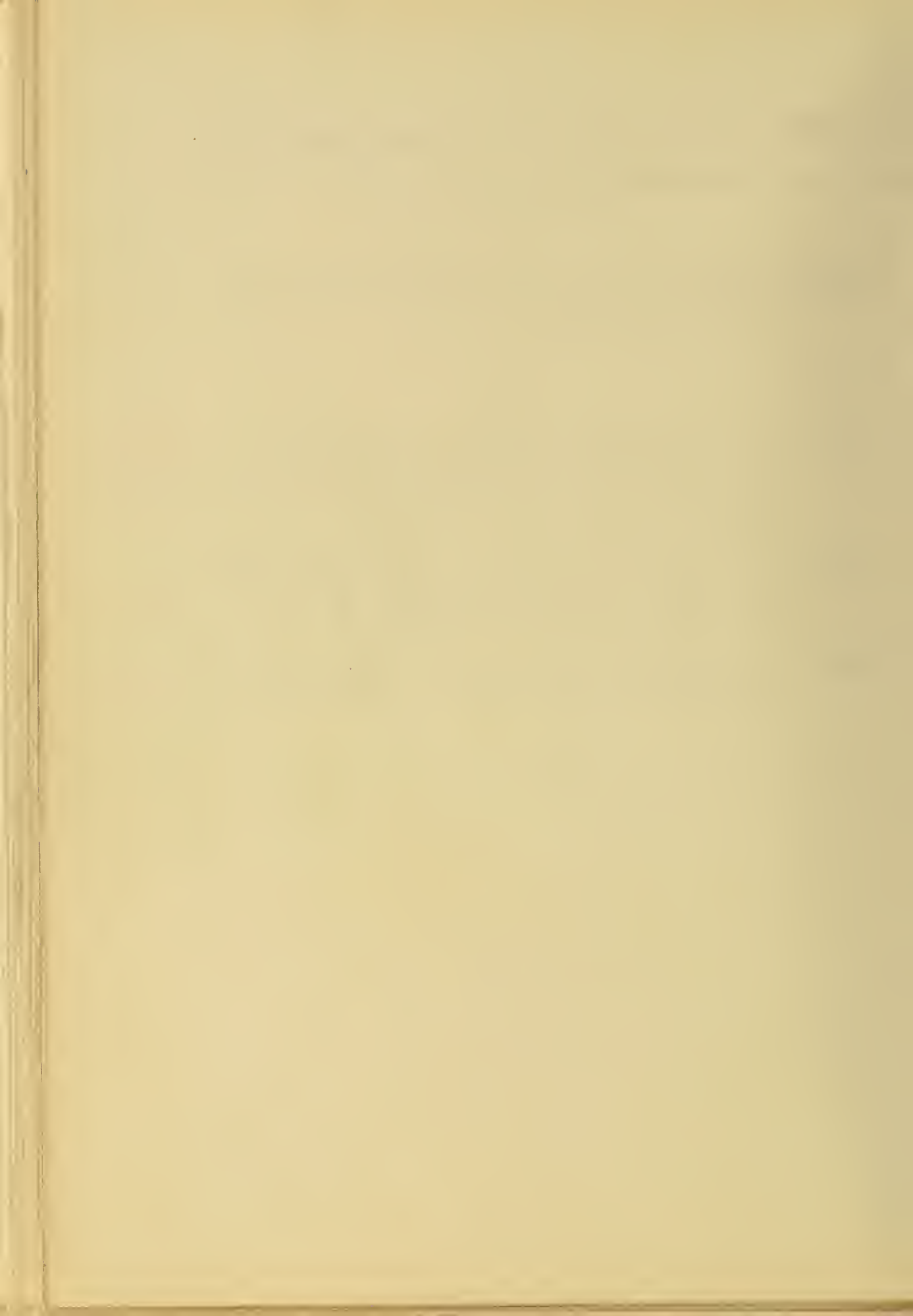
PRESENT: Messrs Bowker, Gerrett and Acting President Lewis; Treasurer Kenney and Mr. Bowditch were also present.

It was

VOTED: To authorize the Treasurer to provide heat for the farm bungalow from the central heating plant, and that the additional expense of installing this heat be charged to the current account of 1913-14 for improvements. Heat for Farm Bungalow.

VOTED: To locate the hospital on the side hill, north of the barns of the horticultural department, and east of the Stockbridge Road and the East Experiment Station building. Location of

VOTED: To leave the precise location of the hospital to Acting President Lewis, Mr. Kenney and Mr. Ritchie. Hospital.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS

Hotel Bellevue, Boston, January 7, 1914, at 4:30 p.m.

---

PRESENT: Messrs. Bowker, Gerrett, O'Donnell, Preston,  
William Wheeler, Acting President Lewis;  
Treasurer Kenney was also present.

Mr. Hosmer and Mr. Cellilli appeared and presented  
a claim on behalf of Way & Cellilli for additional compensa-  
tion on account of their construction of the college sewers.  
It was

VOTED: That inasmuch as the committee on finance con- Claims of  
sidered this matter on a former occasion, the Way &  
question be referred to that committee without Cellilli.  
recommendation or commendation.

VOTED: That Mr. James H. Ritchie be retained as con- J. H.  
sulting architect for the year ending November Ritchie.  
30, 1914, on the same terms of employment as  
now engaged.

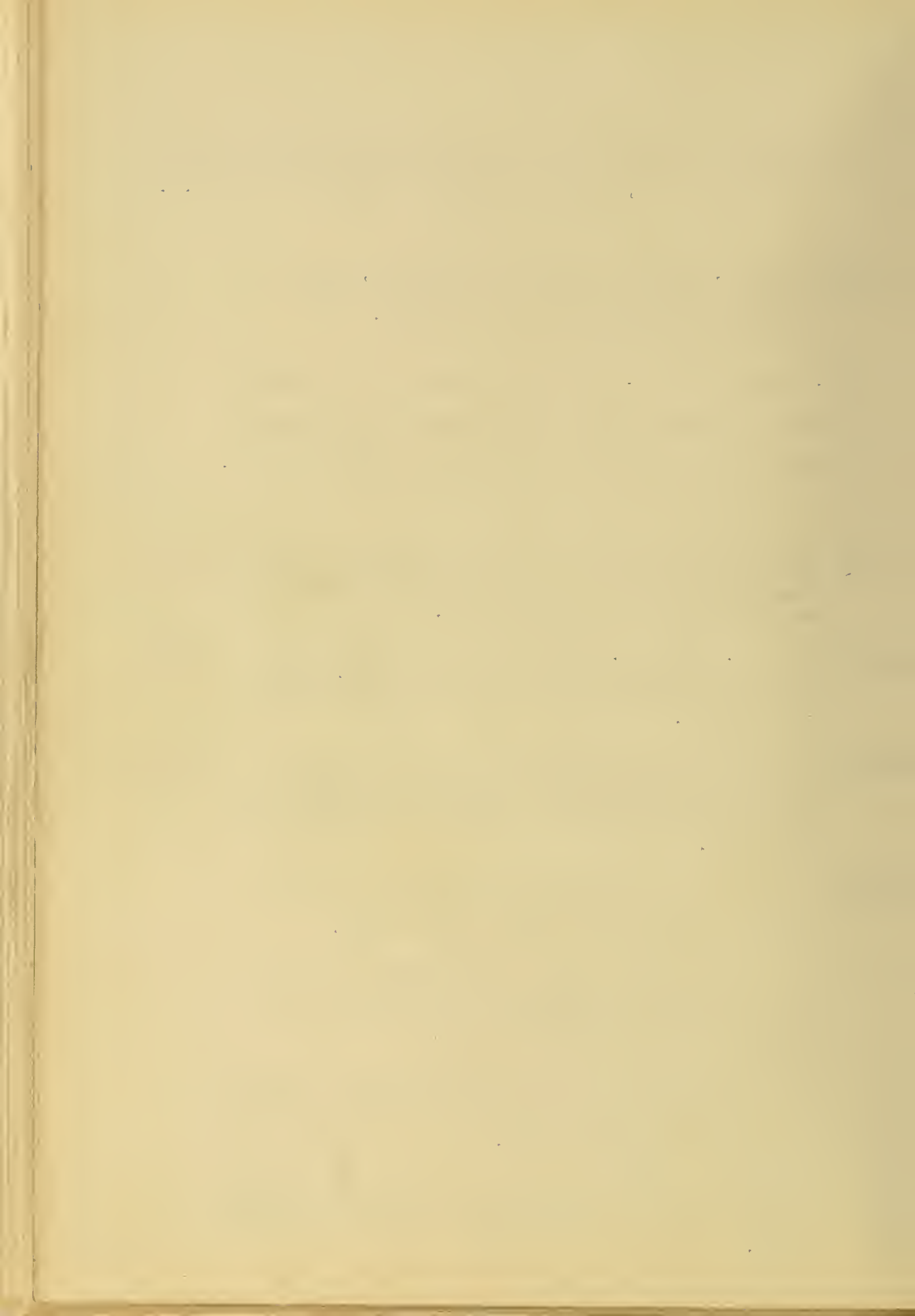
VOTED: To accept and to recommend to the Trustees for Sewer  
adoption the agreement between the town of Agreement.  
Amherst and the college relative to sewers, as  
approved and submitted by the special committee  
on sewers.

VOTED: To approve the schedule as submitted by the  
treasurer, for improvements to be made at the  
college during the present fiscal year.

That the projects for a crop garden, irrigation Improve-  
plant, silo, barn horse and equipment for the ments, 1914.  
poultry plant, be referred to the Committee on  
Farm for further consideration.

That the project for experimental breeding houses 2  
for the department of poultry husbandry be re-  
ferred to the Committee on Experiment Department  
for further consideration.

That the project for an intercommunicating tele- 3  
phone for the division of horticulture be referred  
to the Treasurer and Professor Waugh for further  
study.



That the project for windows in the basement of Clark Hall be referred to Mr. Ritchie for study and recommendation. ✓

That the projects for changes in and additions to the offices now occupied by the Extension Service be referred to the Treasurer and Acting President for recommendation. - 5

VOTED: To recommend to the Trustees that the incoming Legislature be petitioned to appropriate a sum of money sufficiently large to purchase the Graves' Forest Tract on Mount Tobey, to be assigned to the Massachusetts Agricultural College as a forest laboratory, or to be used as a state forest reservation under the management of the Massachusetts Agricultural College for instruction purposes.

Graves'  
Forest  
Tract.

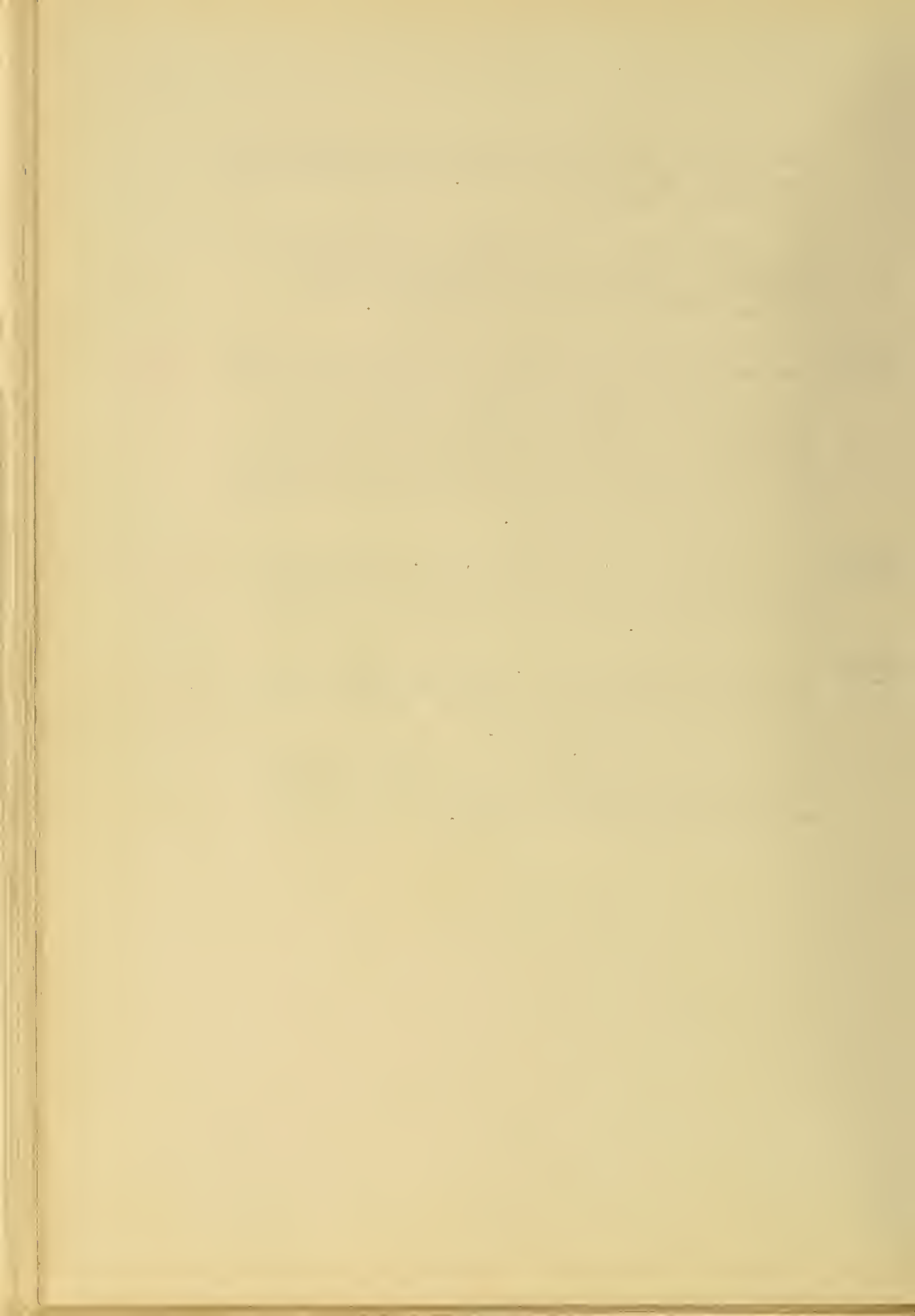
VOTED: To constitute Mr. O'Donnell, Mr. Hosmer, and the President a sub-committee to pass on details connected with the construction of the athletic field.

Sub-committee  
on Athletic  
Field.

VOTED: To approve the plans as submitted for the Phi Sigma Kappa fraternity house, provided the house is located not less than 20 feet from the college line on the north.

Phi Sigma  
Kappa  
Fraternity  
House.

That it is the sense of this committee that it would be desirable to have the house located 40 feet from the main street.



MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS

Hotel Bellevue, April 2, 1914, at 1:00 p.m.

PRESENT: Messrs. Bowker, Gerrett, Preston, William Wheeler, and Acting President Lewis; Treasurer Kenney and Mr. Ritchie were also present.

Mr. Ritchie presented and explained the tentative plans for the proposed infirmary. After discussion, and on motion of Mr. Wheeler, it was

VOTED: That Mr. Ritchie be requested to prepare an alternate plan for the arrangement of the proposed infirmary, and that when this sketch is ready both plans be submitted to Mr. Jewett for an estimate on the cost of construction. Plans for Infirmary

It was

VOTED: To authorize the payment of bills incurred on account of special doctors' services in attendance on Mr. Walter E. Dodge in the winter of 1913, and to instruct the Treasurer to try to collect the amount of these bills from the Town of Amherst. Bills of W.E.Dodge

It was

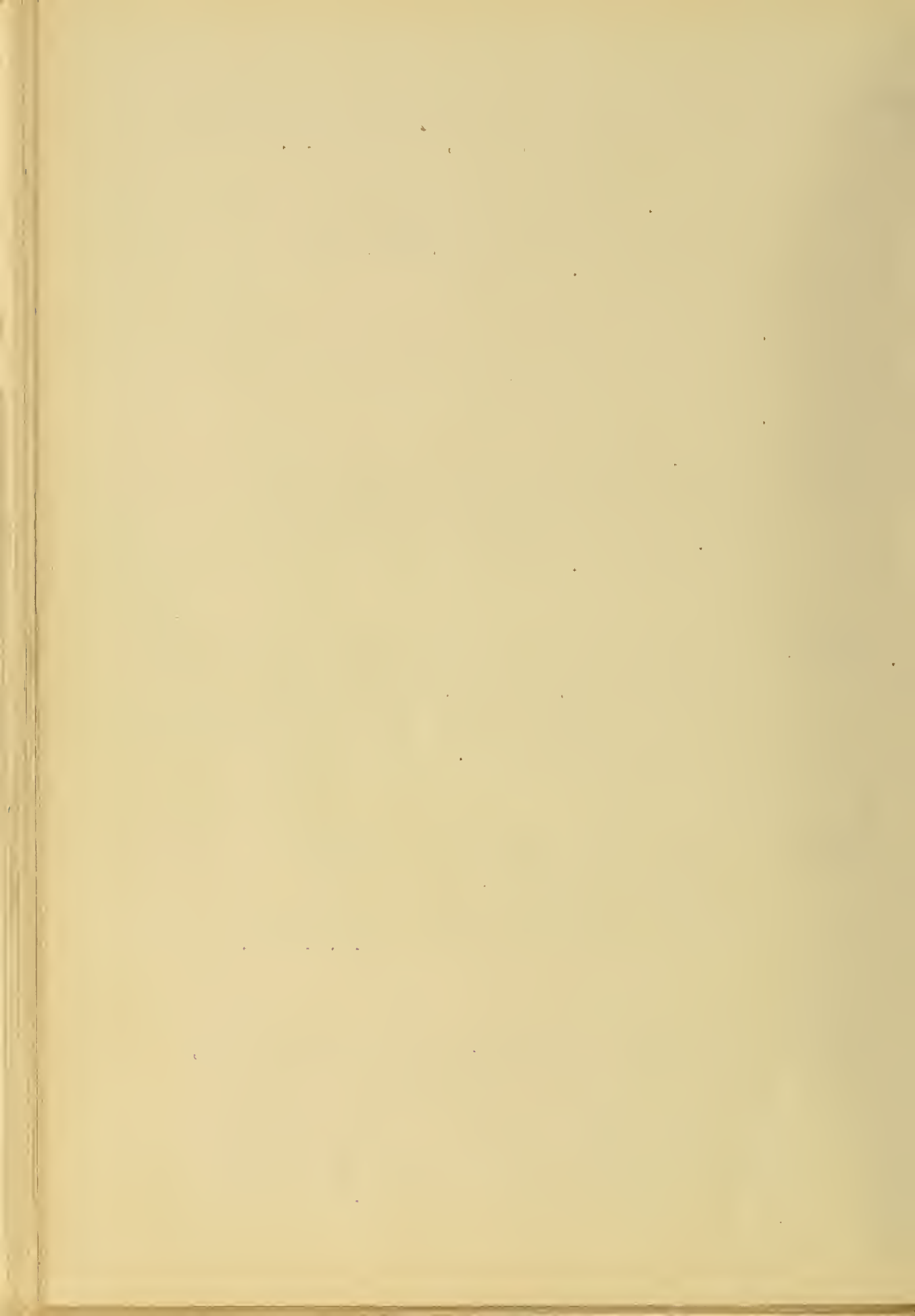
VOTED: To assign land owned by the College on Pleasant Street, south of the property of Professor William R. Hart, to the department of agricultural education for school gardens, provided the arrangement would be satisfactory to Dr. J. K. Shaw. Land for school gardens.

It was

VOTED: To request the department of landscape gardening to survey and stake out the proposed road, beginning at a suitable point on Pleasant Street, continuing thence along the base of the east ridge of the college property north to Lovers Lane; the survey to be made on the basis of a road fifty feet wide and profiles to be submitted to the Trustees before their semi-annual meeting in June 1914. Survey of road

It was





VOTED: To authorize the Treasurer to secure from Mr. Options William E. Chapin of Amherst a written proposition relative to the terms on which an option of W.E. may be secured on land owned by Mr. Chapin on Chapin. the corner of Lincoln Avenue and Fearing Street, and that a report on this be made to the Trustees at their semi-annual meeting in June 1914.

It was

VOTED: To make the following apportionments from funds available in 1914 for improvements:

1. Experimental breeding house for the de- Improvements  
partment of poultry husbandry, - - \$1,000.
2. Replacing the present water main to  
the President's House with a 6" main - 600.
3. Installation of an irrigation system  
for the department of market gardening. - 250.
4. A silo to be used in connection with the  
young stock barn, not to exceed \$300, the  
actual amount to be determined by the  
Treasurer.

It was

VOTED: To install an intercommunicating telephone French  
system for the various departments in the Hall.  
division of horticulture, and that the cost  
of the same be charged to the special ap-  
propriation for French Hall.

It was

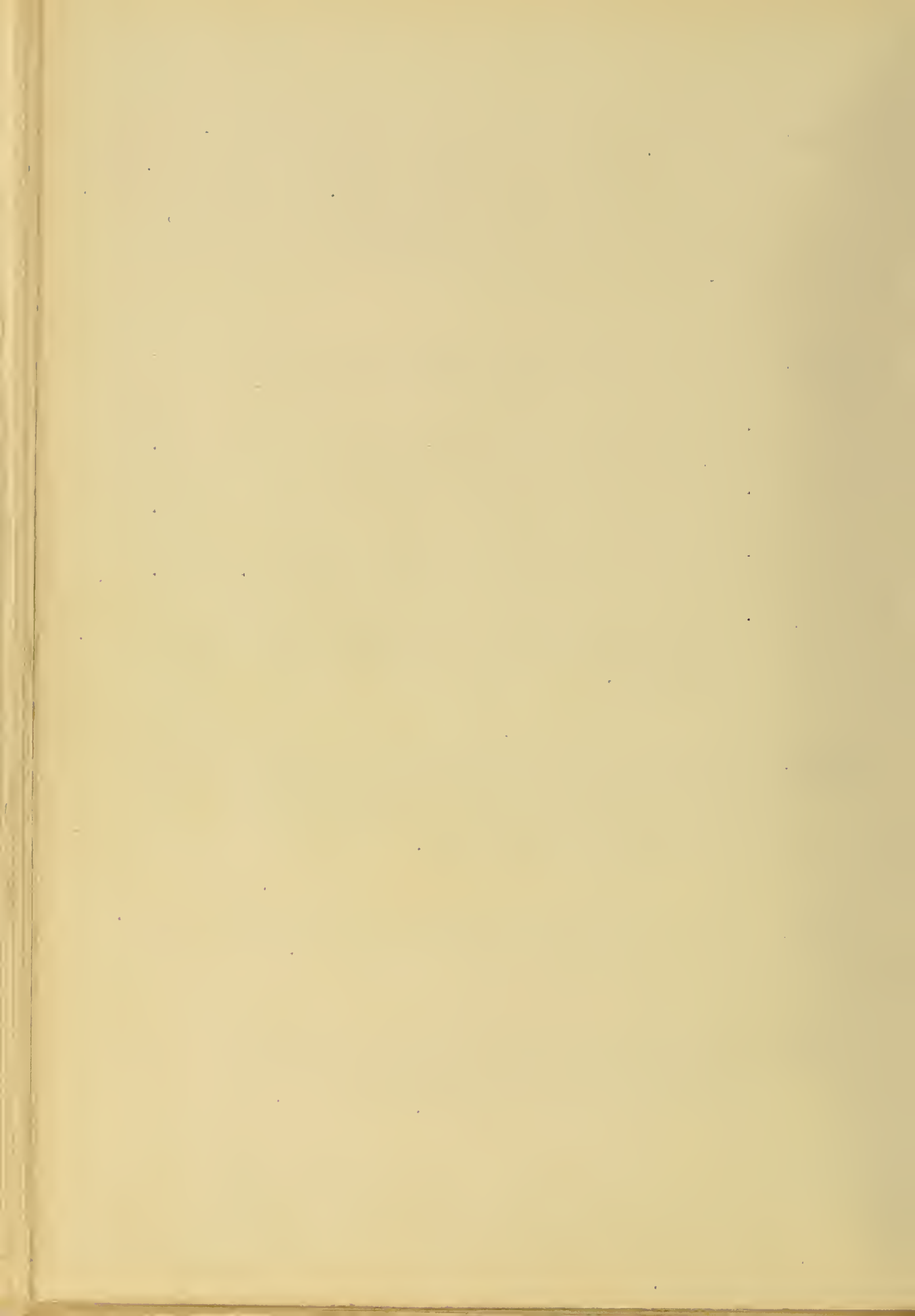
VOTED: To lay on the table the project for placing Clark  
windows in the basement of Clark Hall. Hall.

It was

VOTED: To recommit with power to the Committee on Projects  
Experiment Department all the projects for of Exp.  
improvements at the experiment station with Station  
the approval of the Building Committee.

It was

VOTED: To be the sense of this Committee that the Equipment,  
equipment and improvement of buildings for etc. for  
the carrying out of extension work be charged extension  
to the funds of the extension service, and that service.  
no other funds of the college be used for these  
purposes.



It was

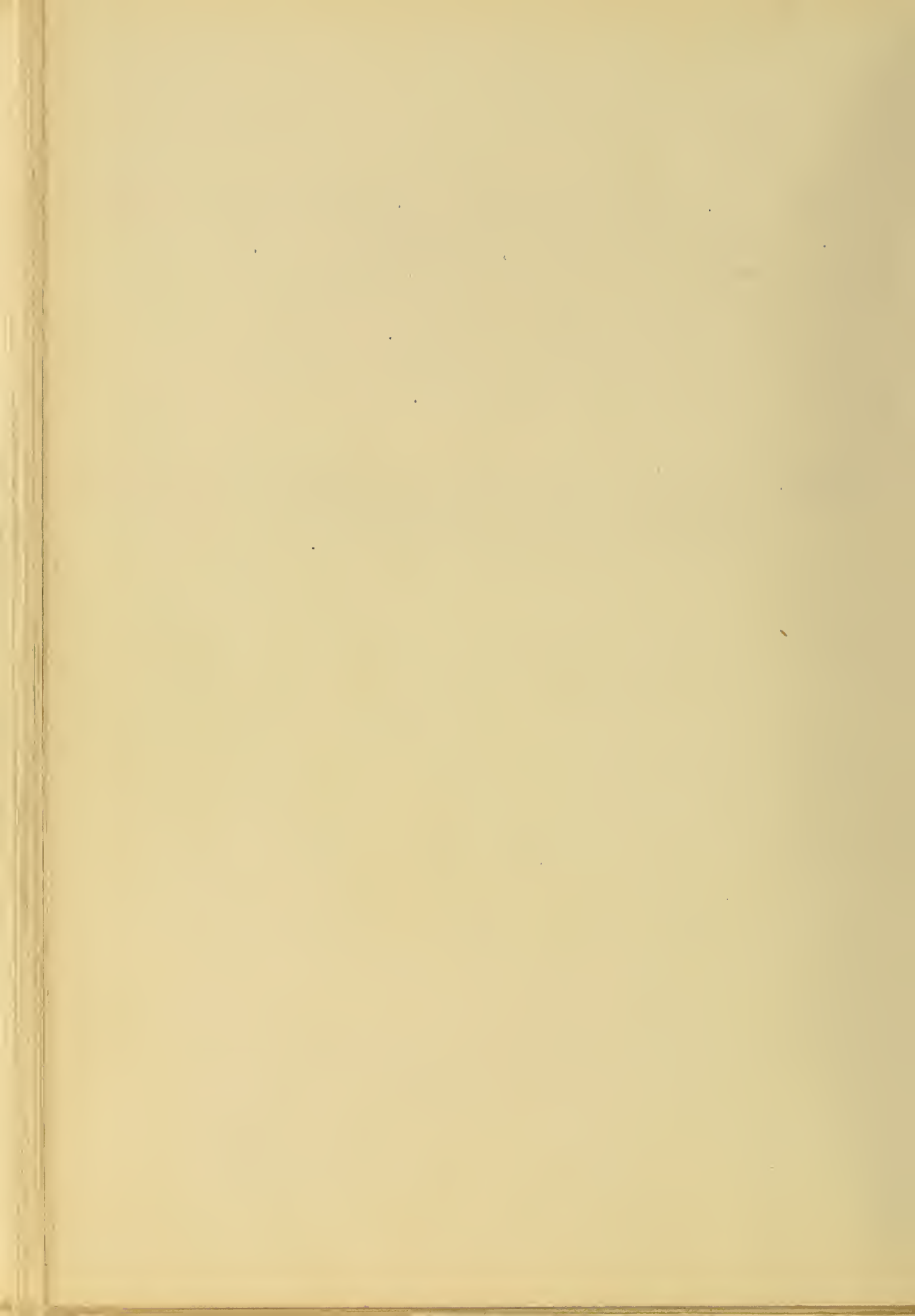
VOTED: That inasmuch as equipment and apparatus used by the various departments is the property of the institution rather than of the individual departments, arrangements for the transfer or exchange of use between departments of such apparatus and equipment be authorized on such terms as the President and Treasurer shall determine. Further, that the President and Treasurer take such measures as they deem advisable for the carrying out of this policy.

Use of  
equipment

It was

VOTED: To recommend to the Committee on Extension Service that the improvements be made on the Kellogg barn in accordance with the project submitted by Professor Hart.

Improvements  
at Kellogg  
Barn.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, April 29, 1914, at 1:00 p.m.

---

PRESENT: Messrs. Bowker, Gerrett, Preston and Acting President Lewis; Treasurer Fenney and Mr. Ritchie were also present.

Mr. Ritchie presented revised plans for the infirmary, and it was

VOTED: To approve the revised plans as presented by Mr. Ritchie. Plans for Infirmary.

It was

VOTED: To reconsider the vote as to the location of the infirmary, and that the decision as to its precise location be deferred until the Committee shall make another inspection of possible sites. Location of Infirmary.

It was

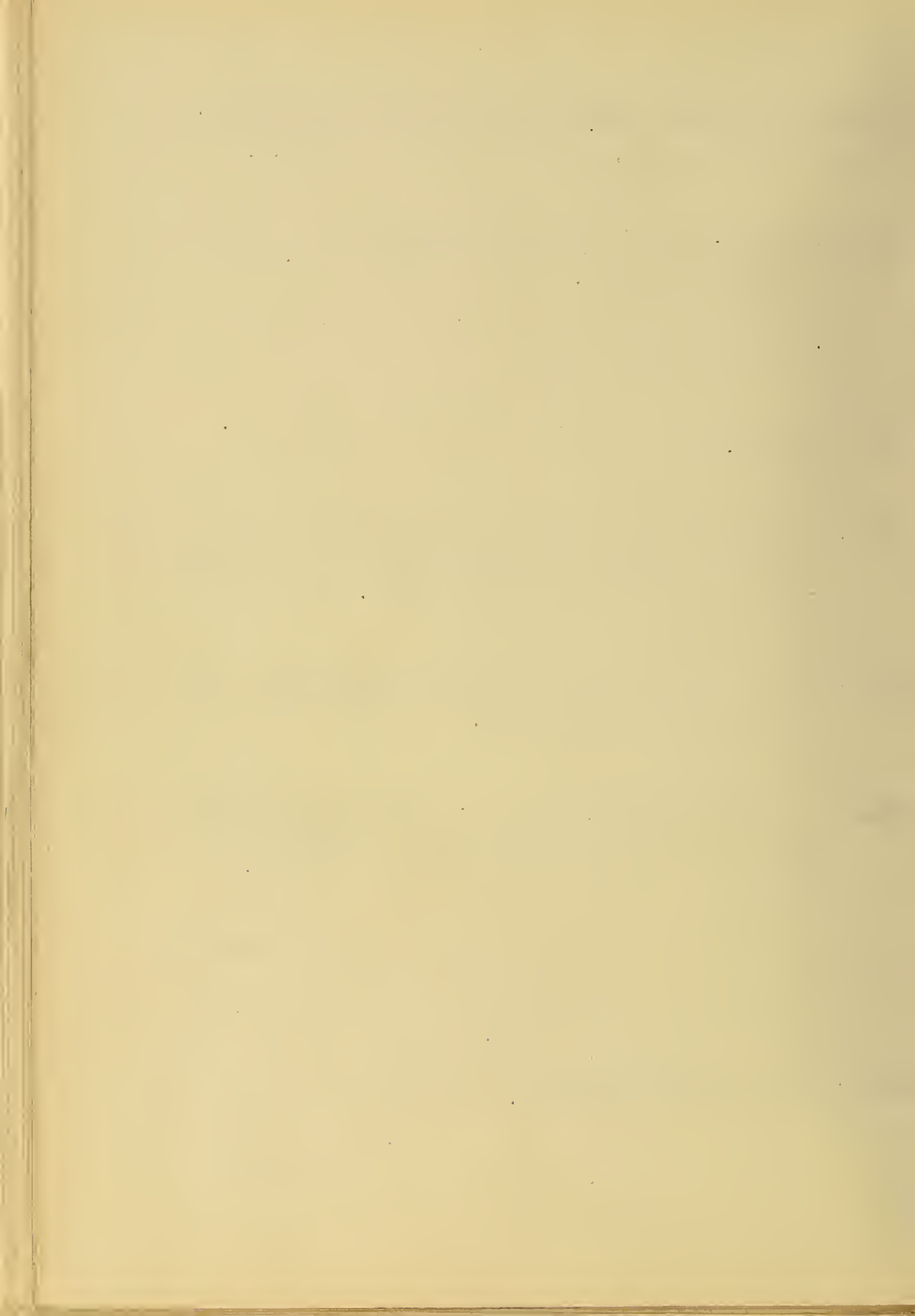
VOTED: That when this Committee adjourns, it adjourn until Monday, May, 11, 1914, at 12:00 o'clock for a luncheon meeting at Amherst.

It was

VOTED: To approve as prepared by Mr. Ritchie the plans for the piggery, and that only such minor modifications may be made in the plans as shall not affect the cost or the architectural features of the building. Plans for Piggery.

The Treasurer presented an application from the Sigma Phi Epsilon Fraternity for a statement of price by the college on certain parcels of land to be used by this fraternity for the purpose of erecting a fraternity house. It was Land for Sigma Phi Epsilon.

VOTED: To defer action on this request until the next meeting of the Committee.





MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

President's Office, M.A.C., May 11, 1914, at 12 o'clock M.

PRESENT: Messrs. Bowker, Hosmer, President Butterfield,  
Treasurer Kenney and Mr. Ritchie.

Mr. Kenney reported that the cost of carrying steam and water to the infirmary at the location heretofore designated seemed to be excessive. The Committee inspected other sites and

VOTED: To leave the location to the President and Treasurer, but expressed the opinion that the site immediately west of Mt. Pleasant, approximately 100 ft. north from the cement walk leading to the President's house, is the most desirable location. Location of Infirmary.

The Treasurer presented a request from Mr. E.M. Dickinson for permission to have electric light poles placed on the Clark lot, or as an alternative to secure lights from the college. It was

Electric lights for Mr. E.M. Dickinson.

VOTED: To authorize the Treasurer to arrange to supply Mr. Dickinson's house with electricity from the college plant.

Mr. Ritchie presented a plan for outside lighting at French Hall. It was

Outside lighting at French Hall.

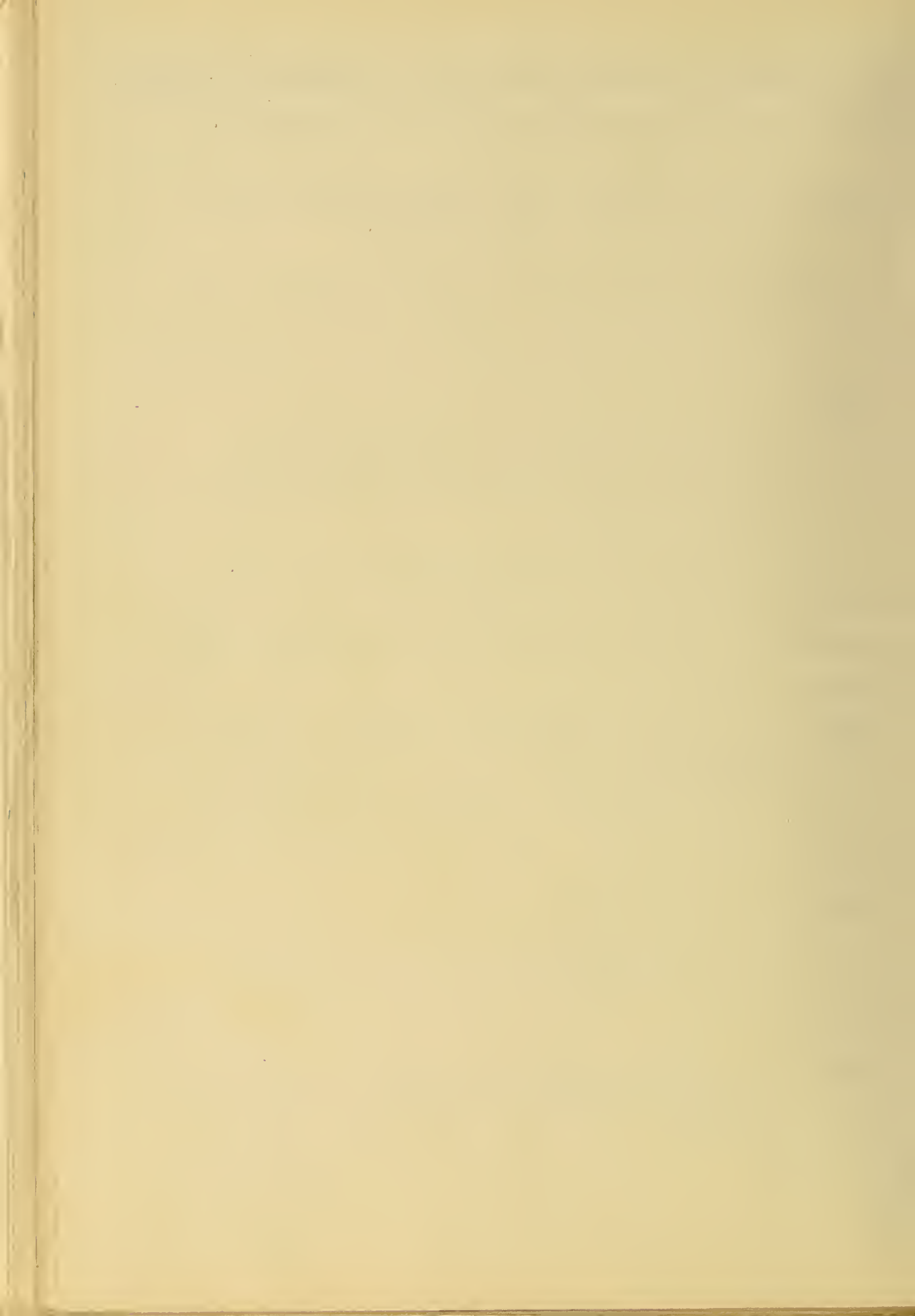
VOTED: To approve the plan.

Professor Foord presented suggestions for minor changes in the interior plans of the proposed Agricultural building. It was

Changes in Interior, Agri. Bldg.

VOTED: To authorize the President, Treasurer, and architect to make minor changes in interior plans of the agricultural building if such changes seem desirable.

It was



VOTED: To authorize the Treasurer to advertise for bids ~~Adver-~~  
on the construction of the proposed agricultural ~~building~~  
building at such time as the President may approve ~~for bids~~  
for Agri.  
Bldg.

It was

VOTED: To instruct the Treasurer, in securing bids for  
the construction of the agricultural building,  
to secure bids on a fireproof roof.

It was

VOTED: To authorize the Treasurer, the architect, engineer  
and Professor Foord to make a trip for the purpose  
of studying the Monarch Unit ventilating system.

The committee considered the application of the Phi  
Sigma Kappa fraternity for furnishing from the college, heat,  
light, water and gas to the fraternity house now under con-  
struction. It was

Furnishing  
heat, light  
to Phi

VOTED: To authorize the Treasurer to contract with the ~~Sigma Kappa~~  
fraternity for the furnishing of heat and light ~~House~~.  
to the fraternity house.

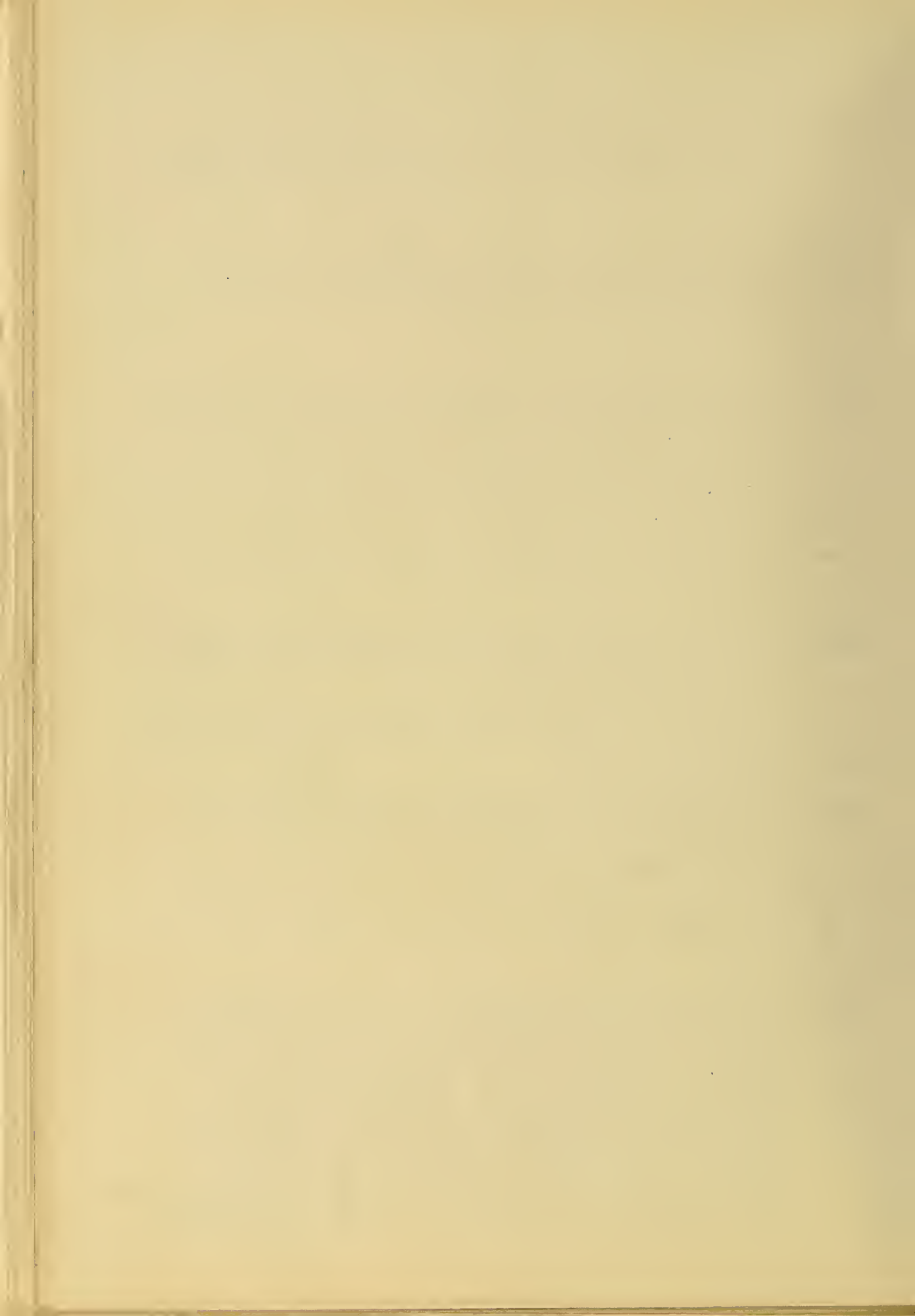
The Treasurer presented plans for a new building at  
the poultry plant, and it was

VOTED: To authorize the construction of the building in ~~building~~  
accordance with the proposed plans. ~~at Poultry~~  
Plant.

The application of the Sigma Phi Epsilon fraternity  
for the purchase of land from the college was read, and after  
discussion it was

Land for  
Sigma Phi  
Epsilon.

VOTED: To authorize the Treasurer to offer the land on  
Pleasant Street, immediately south of the land  
owned by the Phi Sigma Kappa fraternity; to have  
the land surveyed and its area determined; to  
report to the committee a recommendation as to  
the proper price to place upon the land; to  
state to the fraternity the conditions that must  
be fulfilled in the construction of fraternity  
houses; and to inform the fraternity that heat  
and light will be furnished from the college plants on  
terms similar to those made to other fraternities.



MINUTES OF TRUSTEE COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, June 12, 1914, 12:30 p.m.

---

PRESENT: Messrs. Bowker, Gerrett, Preston, Wheeler, and President Butterfield; Treasurer Kenney, Professor Marshall, Professor Foord and Mr. Ritchie were also present.

The President stated that the Treasurer and himself, after discussing the location of the infirmary with five or six members of the faculty most interested, report in favor of the site heretofore chosen by this Committee, namely, north of the horticultural barns and on the edge of the wood lot; that the infirmary should have connection with the college service plant, and that if the cost of such connection prevents the building of the contagion ward this year, the next Legislature be asked to appropriate sufficient money for at least two, and possibly four, contagion wards. It was

Location  
of  
Infirmary.

VOTED: To accept the report and to adopt the location as recommended.

Professor Marshall exhibited and explained tentative plans for a proposed new building for Microbiology and Physics.

VOTED: To adopt the recommendation of the Farm Committee that the water main be extended from the cattle barn to the sheep barn and piggery.

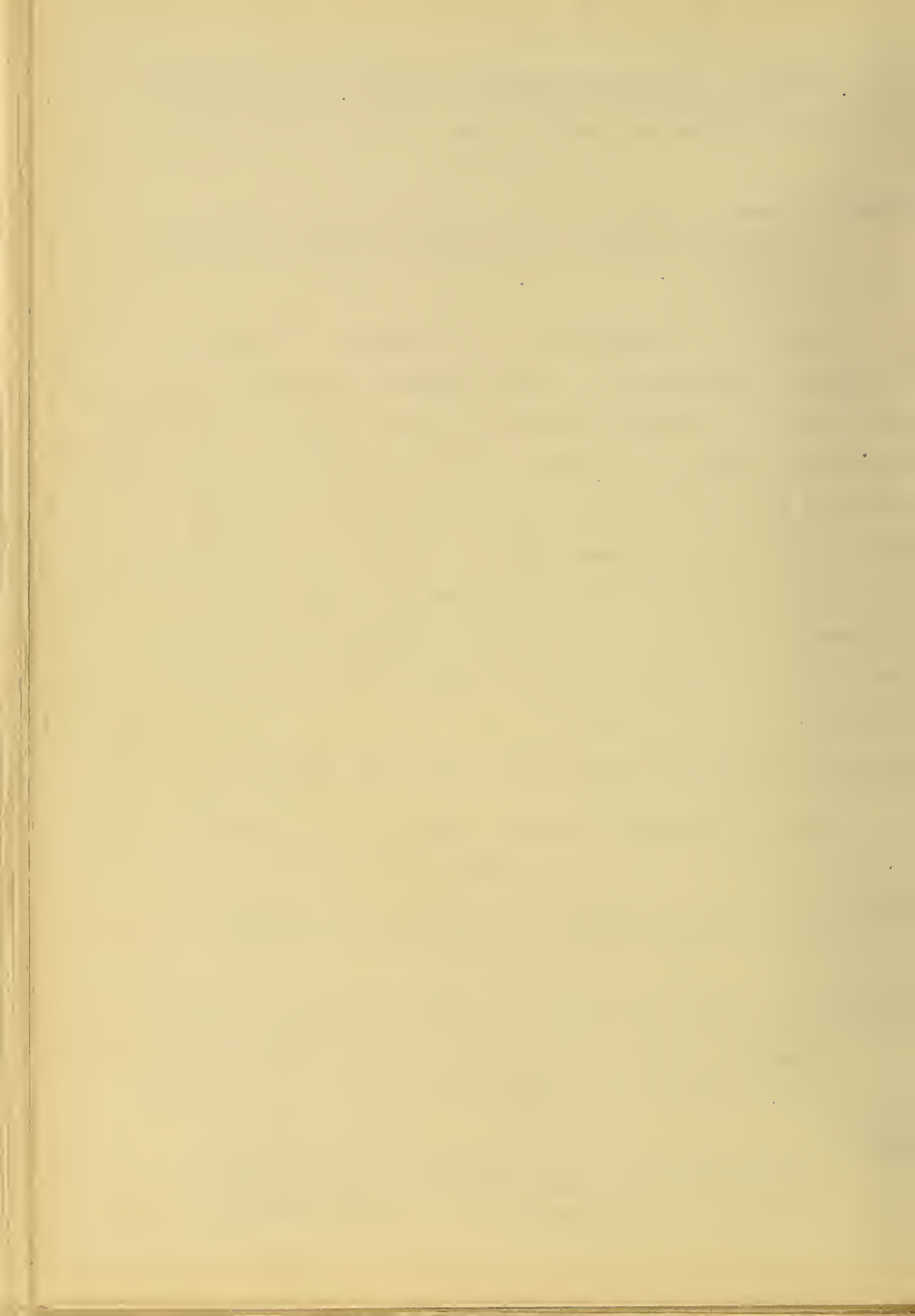
Extension  
of Water  
Main.

VOTED: That there be appointed a special Committee consisting of the Chairman of this Committee, the President, and the Treasurer, with authority to designate minor changes and repairs in rooms or buildings, that are made necessary by the exigencies of the class schedule for the next college year.

Class  
Rooms,  
1914-15.

VOTED: To authorize a tentative study of proposed changes and improvements at the Stockbridge House, with the view of converting this house into an instruction building for the Department of Landscape Gardening.

Stockbridge  
House.





VOTED: To authorize the preparation of tentative plans for an <sup>Building</sup> instruction building for the Department of Pomology. <sup>for Dept. of Pomology.</sup>

It was the sense of the Committee that there should be a meeting of the Committee in Boston, July 2nd, at which time <sup>Bids for</sup> the bids for the agricultural building will be opened, and that <sup>Agricul- tural Building.</sup> further details in connection with the business of that meeting be left to the Treasurer and Mr. Ritchie.

VOTED: To include in the legislative budget for 1915 an item of \$7000. for a cold storage and other im- <sup>Draper Hall.</sup> provements at Draper Hall.

VOTED: To authorize the expenditure of a sum not to exceed \$700. from the apportionment of 1914 for Improvements, for alterations at the chemistry <sup>Chemistry Laboratory.</sup> laboratory.

Mr. Ritchie presented final plans for the agricultural building.

It was

VOTED: To leave to the discretion of the Architect the <sup>The Agri- cultural Building.</sup> question of the precise specifications to be made with respect to the stone trimmings for the agricultural building.

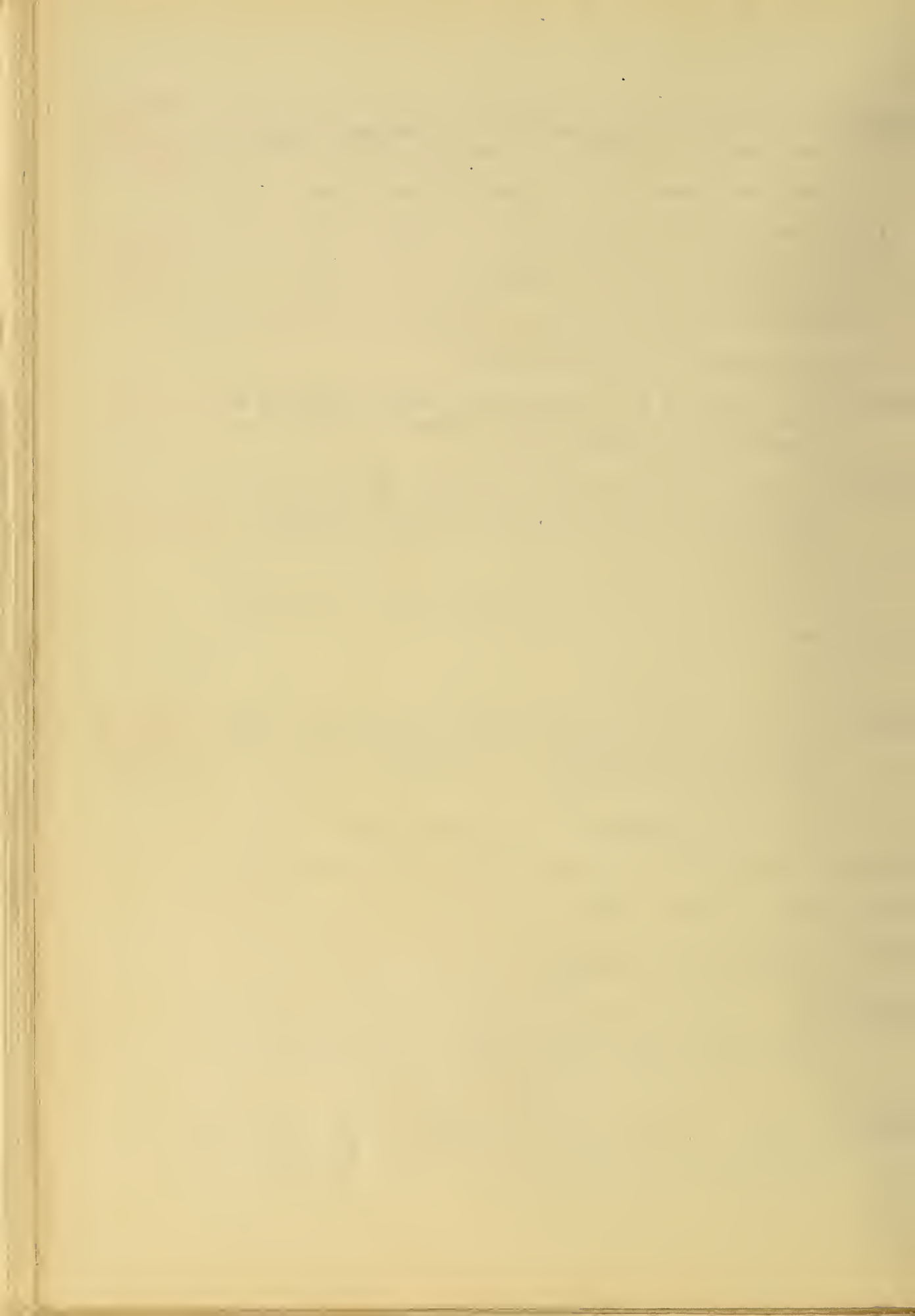
The Committee examined the modified plans as presented for the agricultural building and auditorium, passed favorably on each section, and

VOTED: To recommend to the Trustees the acceptance of the plans as presented.

VOTED: That in the auditorium of the building, and in all lavatories the fan system of ventilation be used; that in all other parts of the building, the so-called Unit system be installed.

VOTED: To adopt the New England exchange system for telephones in the agricultural building, and that details for its installation be left to Prof. Foord and Mr. Ritchie.





VOTED: To authorize the Treasurer to advertize for bids for the construction of the infirmary. Bids for Infirmary.

VOTED: To recommend to the Finance Committee that from September 1, 1914, the salary of Mr. C.A. Jewett be \$1400. per year. Salary of C.A. Jewett.

VOTED: To recommend to the Trustees that the Treasurer be authorized to engage an architect to prepare plans and specifications for a building to house the Departments of Microbiology and Physics; these plans to be based on the tentative plans presented by Prof. Marshall and Prof. Hasbrouck, and to be ready for the consideration of the Trustees not later than October 1, 1914. Building for Microbiology and Physics.

It was

VOTED: To recommend to the Trustees that the Treasurer be authorized to employ an engineer to advise as to needed additions for the heating plant and equipment, and to secure the architect's plans and builders' specifications for an addition to the power plant if found necessary, and have the same ready for consideration for the Trustees not later than October 1, 1914. Enlargement of Heating Plant.

It was

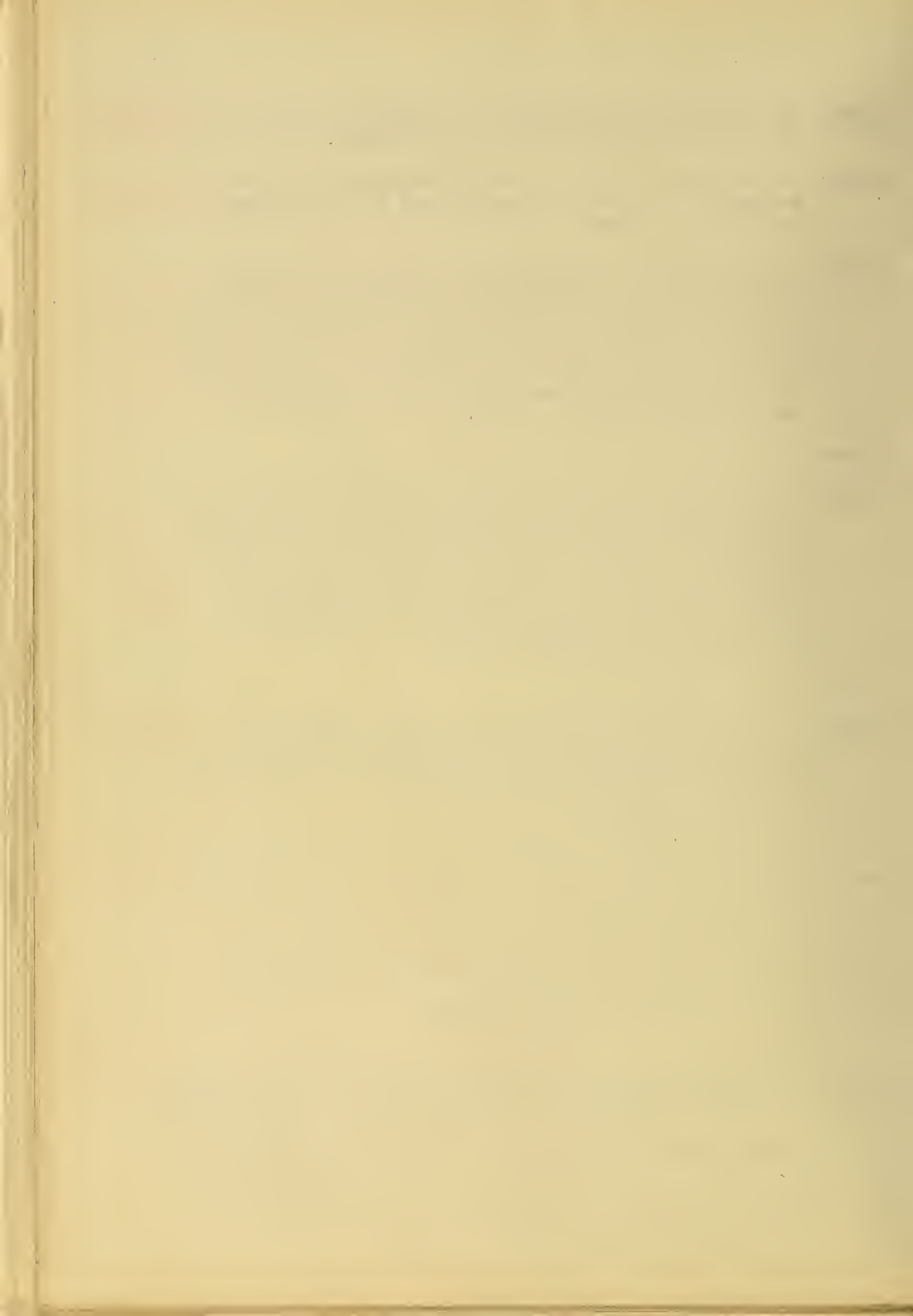
VOTED: To authorize the Treasurer to secure from Mr. Ritchie an estimate of the cost of the dormitory, for which plans are already prepared, but on the basis of fireproof construction. Dormitory.

President Butterfield presented a request from the Commons Club for a lot for building purposes on the parcel of land on the college grounds lying immediately north of the Phi Sigma Kappa lot, provided that the College intends to dispose of that lot for building purposes. Land for Commons Club.

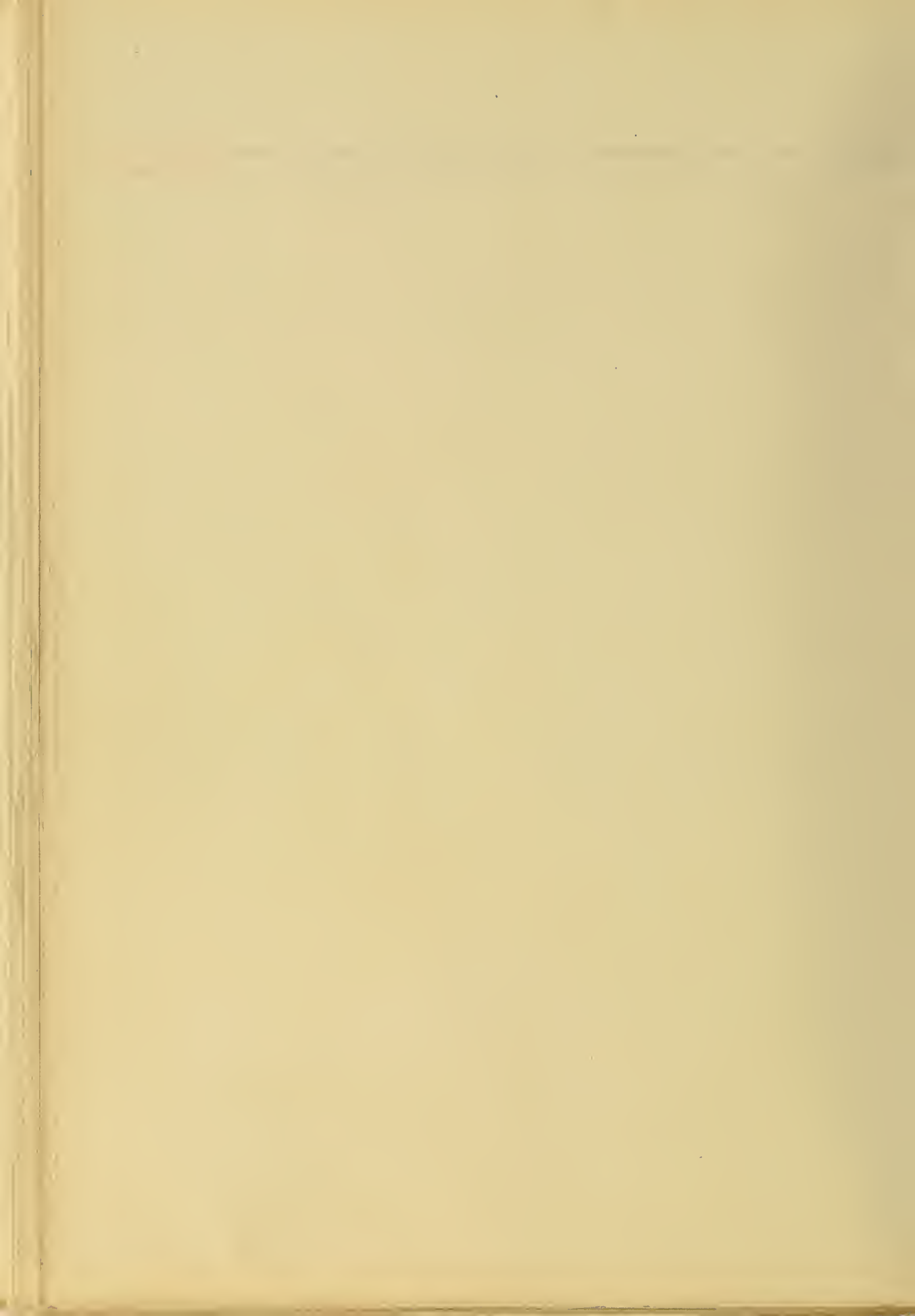
It was

VOTED: To lay on the table requests from Prof. Hurd and Mr. Watts for purchase of land on the Louisa Baker estate. Land for Hurd and Watts.

The Treasurer reported that an option on the land on Lincoln Avenue, owned by W. E. Chapin, may be secured until July 1, 1914, the price to be \$4,000. It was



VOTED: That the Treasurer be authorized to try to se- Land of  
cure an extension of time of the proposed W.F. Chapin.  
option.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Amherst, June 27, 1914.

---

PRESENT: Messrs. Bowker, Gerrett, Wheeler, President  
Butterfield, Mr. Kenney, Professor Waugh,  
Mr. Ritchie.

The Treasurer recommended that the addition to  
French Hall be accepted from the contractor. It was

VOTED: That French Hall be accepted from the contractor  
except some minor items specified by the archi-  
tect which are yet to be completed. French  
Hall

A request from a prospective bidder for the contract  
on the Agricultural Building was received asking for an ex-  
tension of time. It was

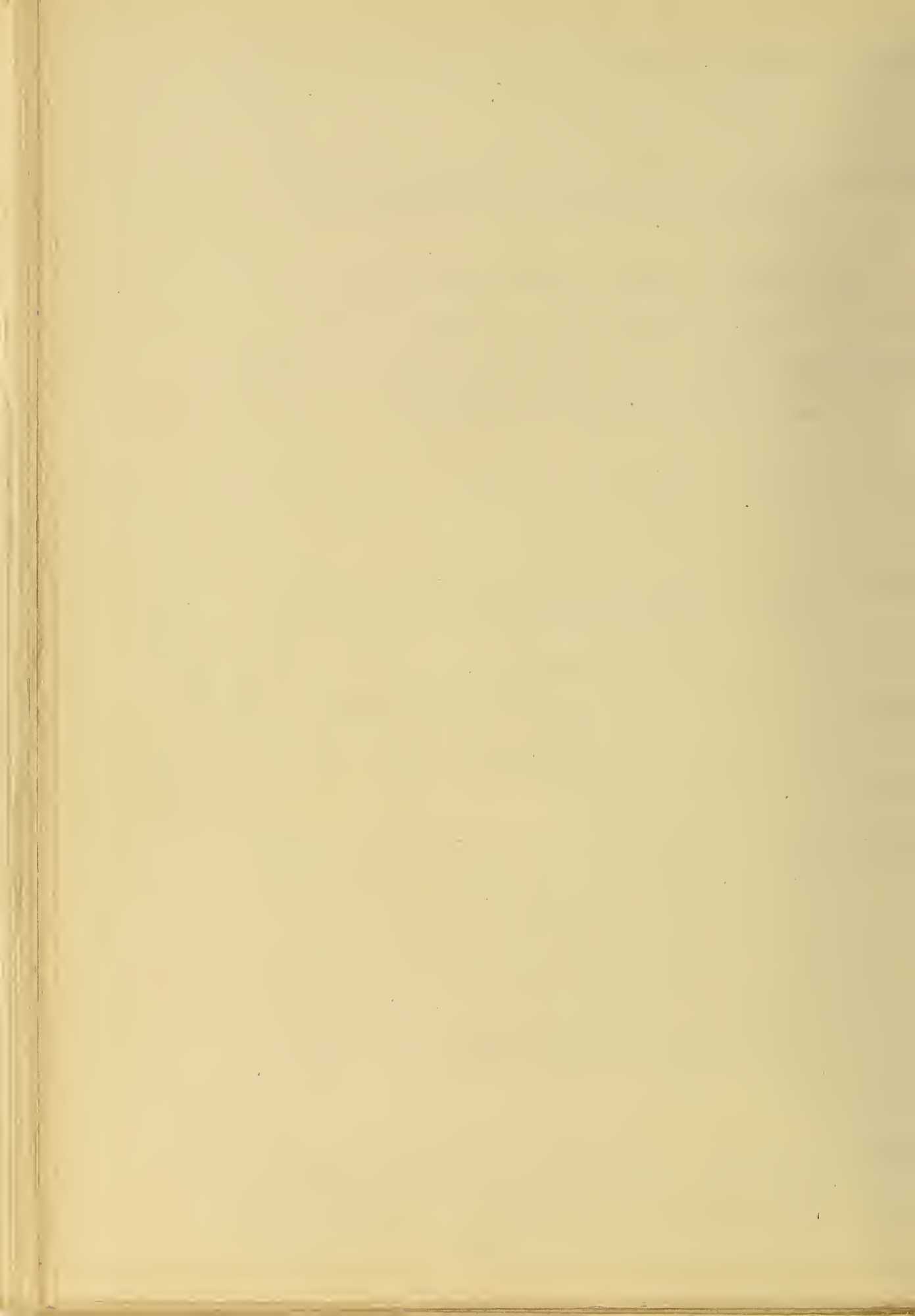
VOTED: That it is inexpedient to extend the time for  
the presentation of bids for the erection of  
the Agricultural Building.

The Committee spent considerable time viewing the  
proposed site for the Agricultural Building and discussing  
precise location. On motion of Mr. Wheeler which was  
seconded by Mr. Gerrett, it was

VOTED: That the location known on Mr. Ritchie's plat  
as "Location A, Plan No. 2" should be the site  
accepted. The intersection point of the line  
determining the front of the Agricultural  
Building, with that of the line extended from  
the front of the Dairy Building, is 30 feet  
from the latter, and 42 feet from the proposed  
Agricultural Building. It is understood that  
the angles of location may be modified as the  
architect may approve, in order that the third  
building in the proposed Agricultural group  
may be aligned to the West Experiment Station. Location  
of Agri-  
cultural  
Bldg.

It was

VOTED: That there be appointed a committee to mark  
trees which should be removed in the vicinity  
of the Agricultural Building. The committee  
named consists of Mr. Bowker, Mr. Wheeler, Presi-  
dent Butterfield, Prof. Waugh and Mr. Manning. Removal  
of trees



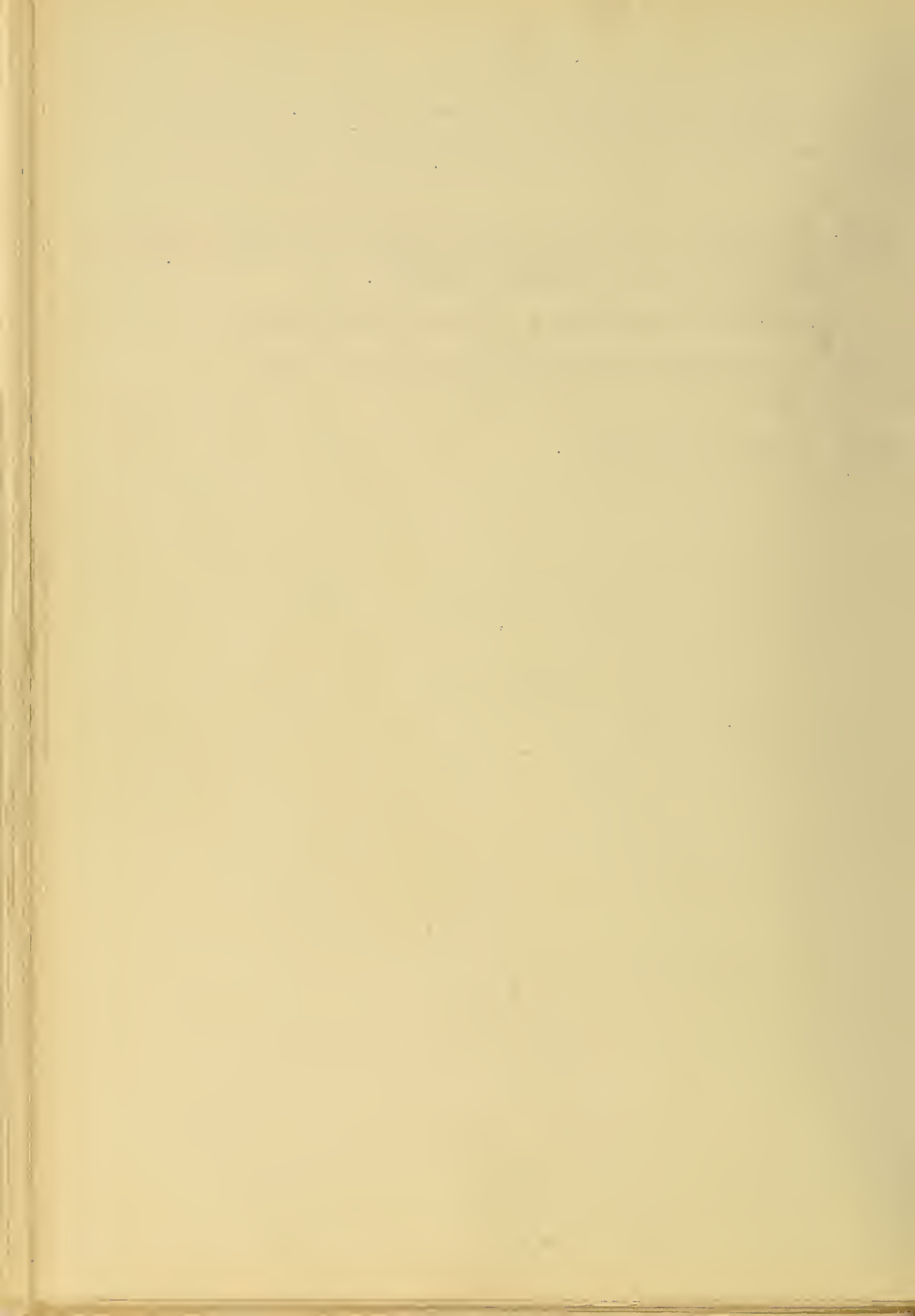


The Treasurer presented a statement from Mr. Ritchie concerning extra work on the plans for the Agricultural Building. It was

VOTED: To authorize the Treasurer to adjust the claim and figure not less than \$200 nor more than one-half of the actual expense involved. Payment to Mr. Ritchie

The President presented a request from Professor Graham for a runway for fowls in the lower part of the ravine. It was

VOTED: To grant the request.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Bellevue Hotel, Boston, July 2, 1914, at 11 a.m.

---

PRESENT: Messrs. Bowker, Preston, President K. L. Butterfield, Treasurer Kenney, Professor Foord, Mr. James H. Ritchie.

The Treasurer presented a statement showing amounts of all bids for the erection and equipment of a proposed Agricultural Building as follows:

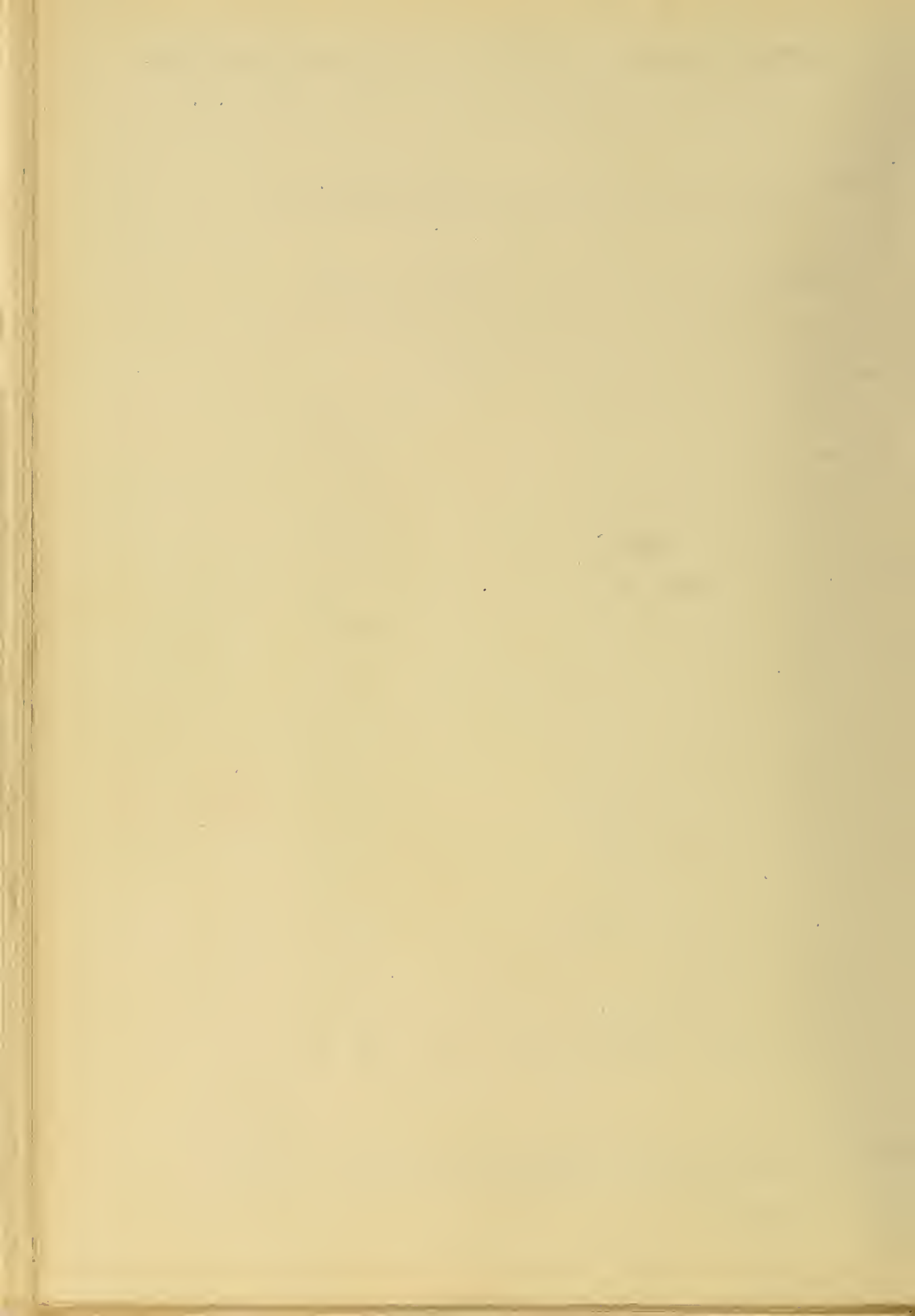
|                             |           |
|-----------------------------|-----------|
| Daniel O'Connell Sons,      | \$162,153 |
| Wm. Crane,                  | 175,676   |
| Woodbury & Leighton,        | 157,238   |
| Horton & Heminway           | 147,758   |
| H. L. Heminway              | 166,148   |
| F. W. Cunningham,           | 151,000   |
| J. W. Bishop,               | 149,203   |
| F. T. Ley ,                 | 161,950.  |
| Holt Fairchild,             | 158,272   |
| Whitcomb, & Cavanaugh,      | 162,887   |
| Bigelow, & Harriman,        | 165,285   |
| J. T. Wilson & Sons,        | 166,690.  |
| C. A. Cunningham & Son,     | 149,921   |
| Casper Ranger,              | 158,401   |
| Edward F. Miner Co.,        | 158,937   |
| Tyson Weare & Marshall Co., | 136,000.  |

Bids on the  
Agricultural  
Bldg.

It was

VOTED: To accept the bid for general contract of Tyson Weare & Marshall Company at \$136,000.

It was also



VOTED: That if for any reason this bid should be forfeited that the bid of J. W. Bishop should be accepted.

The Treasurer presented a statement showing amounts of bids for heating and ventilation as follows:

|                        |           |
|------------------------|-----------|
| Ingalls & Kendrickken, | \$13,475. |
| Holyoke Valve Co.,     | 12,994    |
| Cleghorn Company,      | 12,943    |
| Wykoff Lloyd Company,  | 13,947    |
| Merrill Company,       | 12,780    |
| A. B. Franklin,        | 13,495    |
| W. W. Campbell,        | 14,300    |
| Pierce & Cox,          | 13,359    |
| Bradley & Chatman,     | 13,600    |
| Huey Brothers,         | 11,988    |

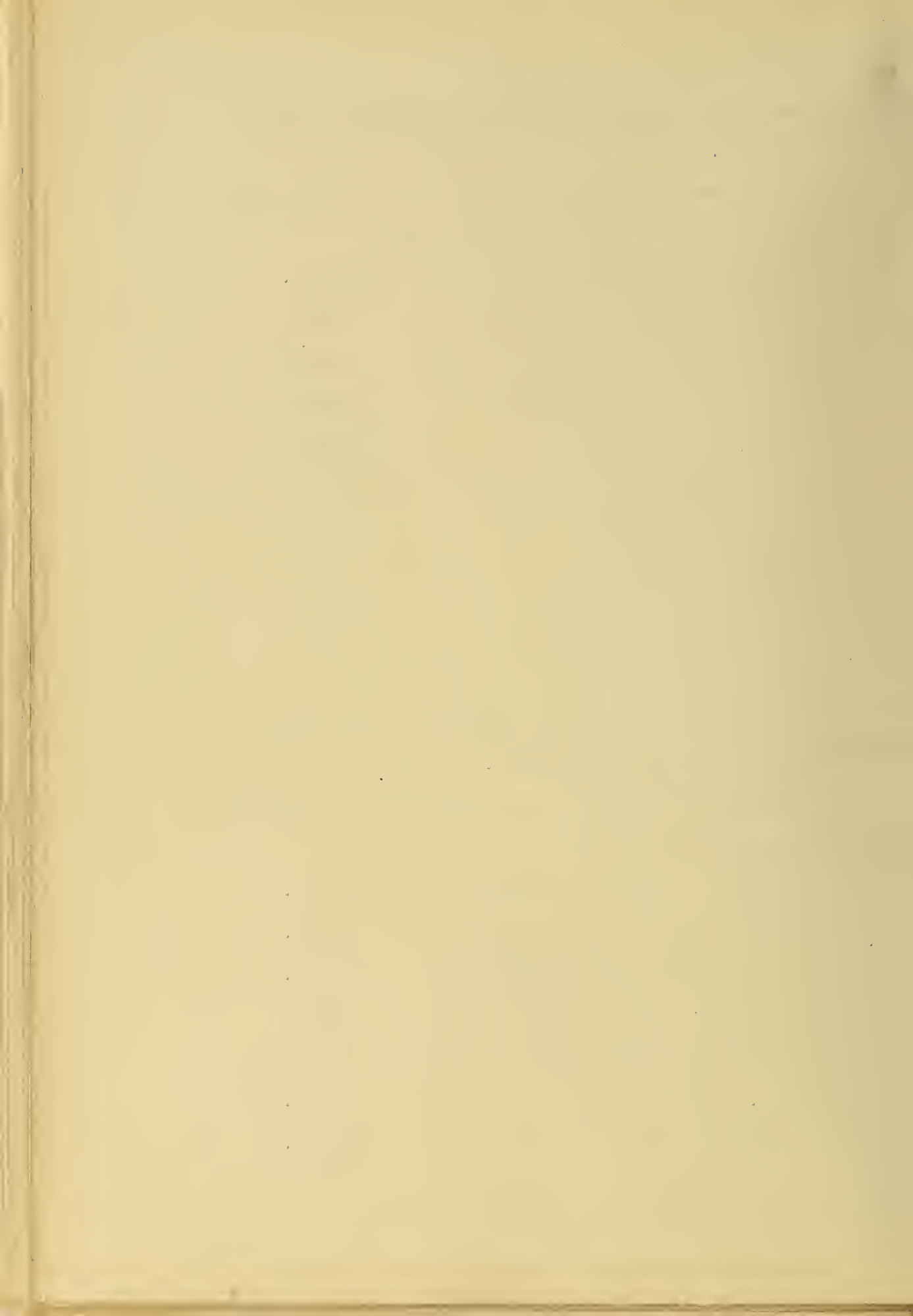
It was

VOTED: To accept the bid of Huey Brothers for heating and ventilation at \$11,988.

The Treasurer presented a statement showing amounts of bids for plumbing as follows:

|                                |          |
|--------------------------------|----------|
| Mutual Plumbing & Heating Co., | \$7,950. |
| Thompson Speare Company,       | 5,255.   |
| William Mitchell Company,      | 5,290.   |
| Pierce & Cox,                  | 6,297    |
| Tucker & Company,              | 6,438.   |
| I. W. Crozier,                 | 5,854.   |
| Daniel Walsh,                  | 7,100.   |
| C. W. Cronin,                  | 6,100.   |

It was



VOTED: To accept the bid for plumbing of the William Mitchell Company at \$5,290.

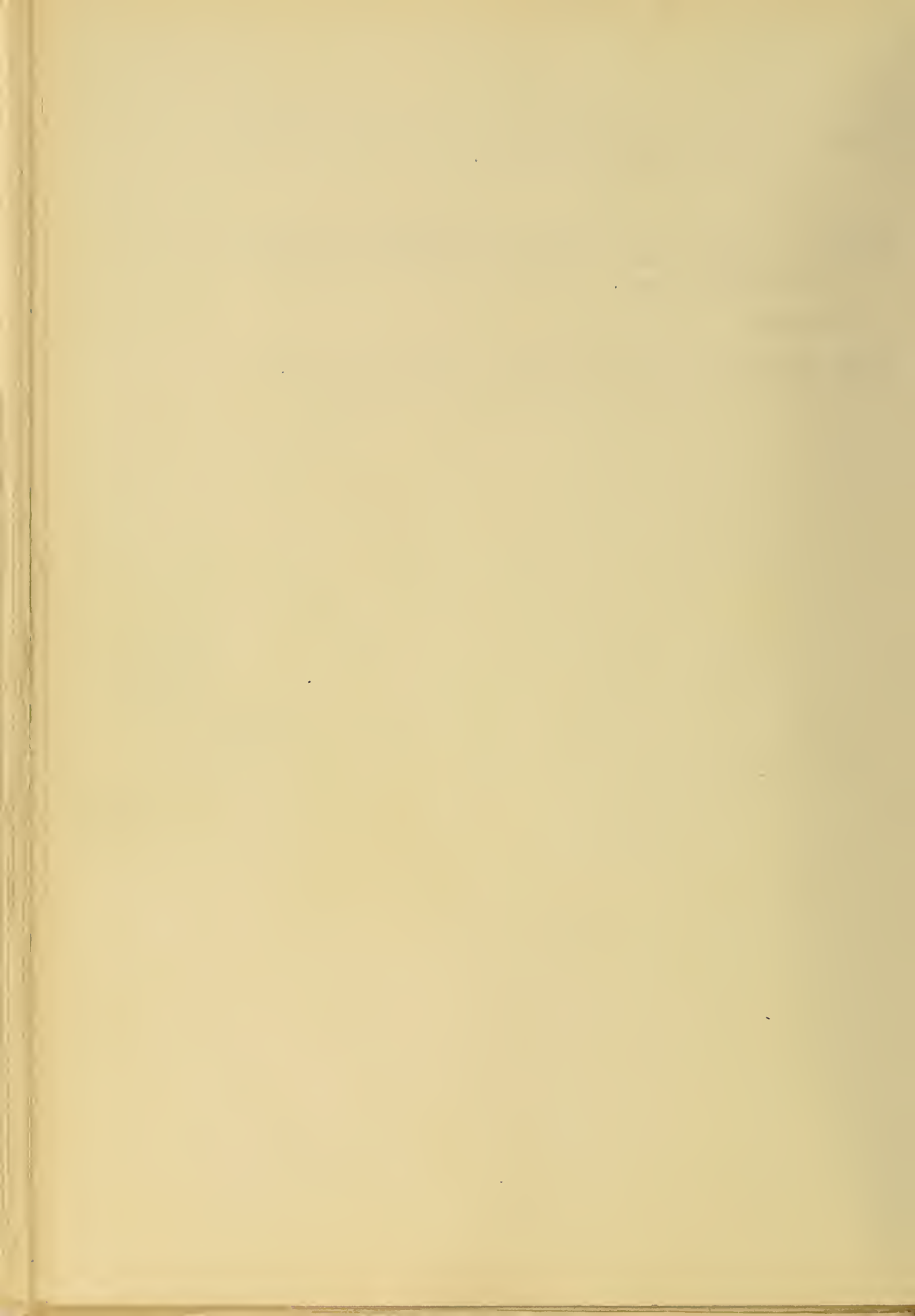
It was

VOTED: To authorize the Treasurer to hold the checks of the three lowest bidders until the contracts had been signed.

It was

VOTED: To authorize the Treasurer to have the south end of College Pond cleaned this summer.





MINUTES OF MEETING OF THE TRUSTEES' COMMITTEE ON BUILDINGS  
AND GROUNDS.

M.A.C., Amherst, Mass., July 22, 1914, at 5:30 P. M.

PRESENT: Messrs. Bowker, Gerrett, Preston, William Wheeler,  
and President Butterfield; Treasurer Kenney was  
also present.

It was

VOTED: To report to the Trustees that in the opinion of  
this Committee it is inexpedient under the  
existing conditions to purchase the Whitmarsh  
property for the use as an infirmary. Whitmarsh  
Property.

It was

VOTED: To recommend to the Trustees that the tentative  
location for the building for physics and  
microbiology be east of the Stockbridge Road and  
north of the old botanical museum. Building:  
Physics and  
Microbiology  
Location.

VOTED: To authorize the Treasurer to employ Mr. James H.  
Ritchie as architect for the proposed building  
for physics and microbiology. Architect.

It was

VOTED: To leave to the Treasurer with power, in consul-  
tation with the architect, the question of the  
employment of a building inspector for the agri-  
cultural building. Agricultural  
Building  
Inspector.

VOTED: That the Treasurer be authorized to construct a  
silo at the young stock barn, on plans approved  
by Mr. Bowditch and Professor Foord. Silo.

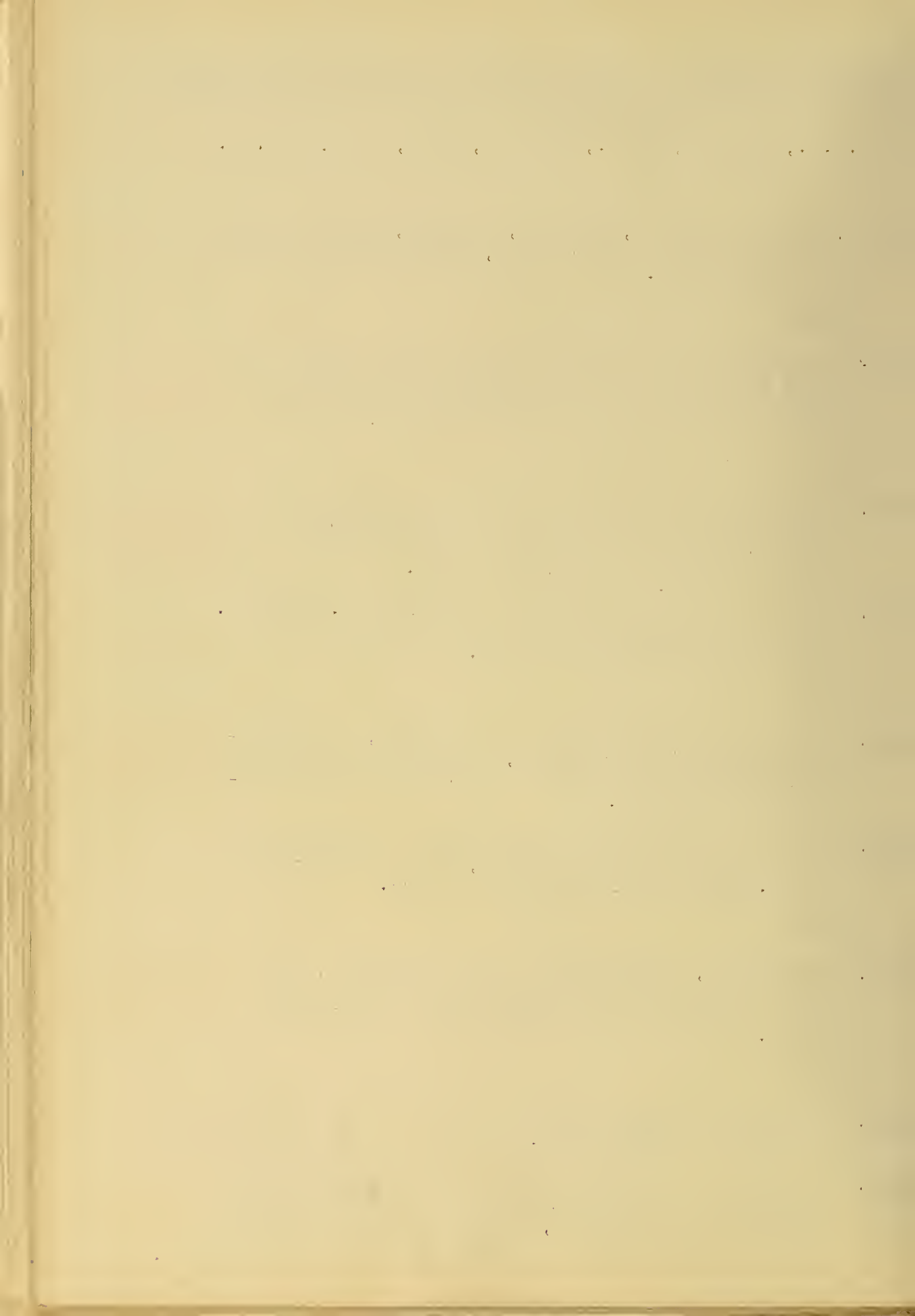
It was

VOTED: To approve, as reported by the Treasurer, the  
basis on which the college will furnish light  
and steam for the Phi Sigma Kappa fraternity  
house. Phi Sigma  
Kappa Fratern-  
ity House.

It was

VOTED: To accept Professor Waugh's plans for the construction  
of walks at French Hall. French Hall  
walks.

VOTED: To ascertain from the State Auditor whether the  
college can purchase a portable saw mill for the  
department of forestry, from funds appropriated  
for the construction of French Hall and its equipment. French  
Hall  
Equipment.



VOTED: To recommend to the Trustees that beginning September 1, 1915, no student shall room in a house which is not approved by the Dean of the College. Students' rooms.

It was

VOTED: That a sub-committee, consisting of the President, the Chairman of this Committee and Mr. William Wheeler, be appointed to confer with the representatives of the Q. T. W. Fraternity Corporation relative to the acquisition by the College of the Q. T. W. land. Q.T.W. Land.

VOTED: To lay on the table the proposal of Mr. D. W. Nash for the sale of the Owen Farm to the College at \$13,500. Owen Farm.

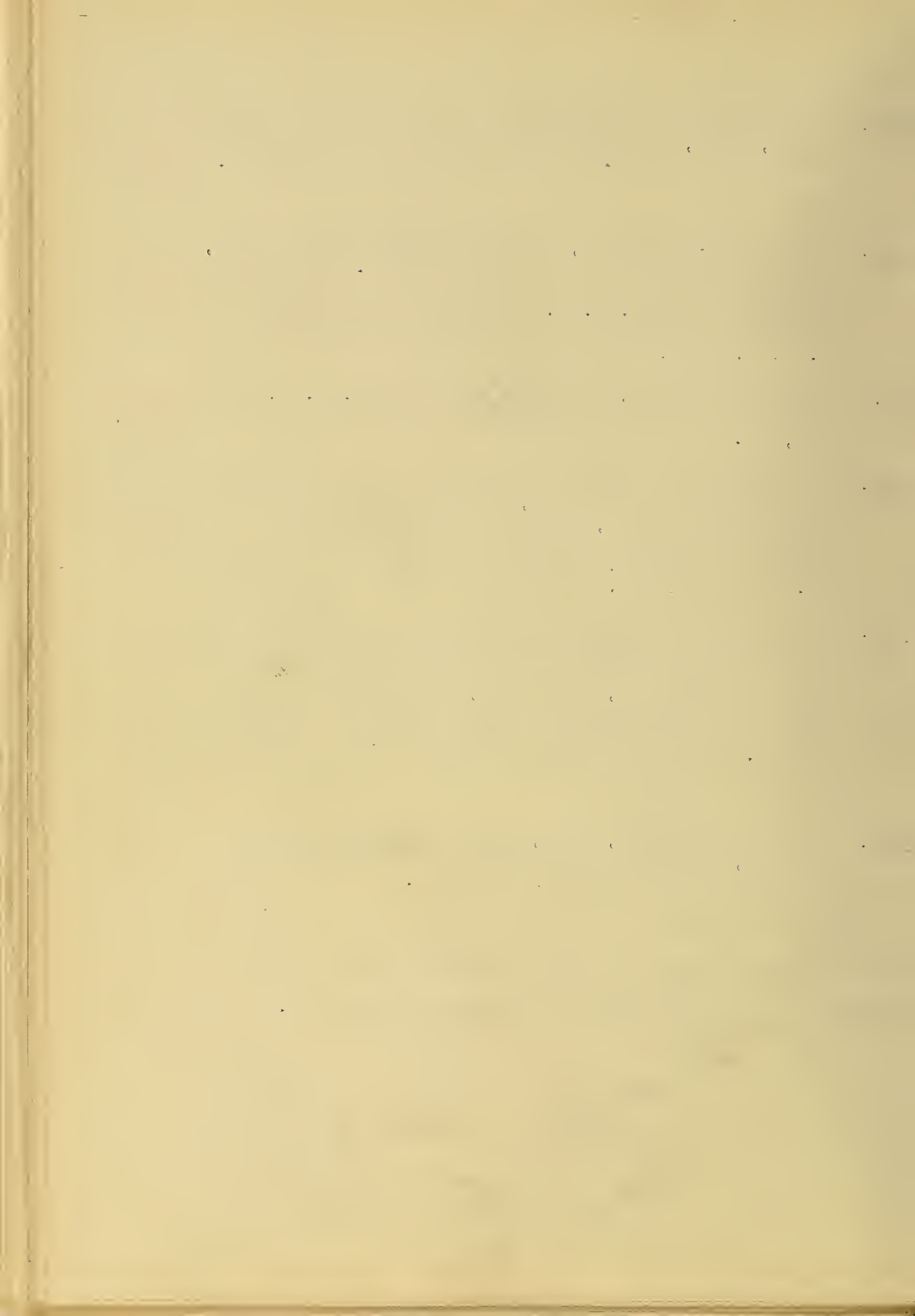
VOTED: To recommend to the Trustees that the first money for the purchase of land, which becomes available from current funds, be used in acquiring the equities in the properties now held for the college by Messrs. Dickinson and Leonard, and by Mr. George Cutler. Land.

VOTED: To recommend to the Trustees that the Treasurer be authorized to purchase the equity in the Chapin land on Lincoln Avenue, and that negotiations be made for carrying, on a note, the balance of the cost of this land; and to purchase out of the Burnham Emergency Fund the Barry land on Lincoln Avenue. Land.

It was

VOTED: That on October 2, 1914, Flint Laboratory be dedicated, and that exercises appropriate to the completion of French Hall be held.

The Committee received from the Committee on Horticulture a recommendation that the Stockbridge House be remodeled for the department of landscape gardening.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Bellevue Hotel, Boston, October 30, 1914 at 12 o'clock.

Present: Messrs. Bowker, Gerrett, Preston, Wheeler,  
President Butterfield, also by invitation,  
Treasurer Kenney, Director Brooks,  
Director Marshall, Professor Foord, and  
Mr. Ritchie.

The question of location of shops for the  
department of rural engineering was discussed. It was

VOTED: to locate the shops for rural engineering on  
the plot of ground just west of the  
Hatch dairy barn.

It was

Shops

VOTED: to authorize the Treasurer to erect one-half  
unit of this shop on plans drawn by Architect  
Ritchie and to equip the same, the total  
expenditure for building and equipment not to  
exceed approximately \$5,700.

Rural

Engineering

The Treasurer presented plans for the following  
buildings:

Enlargement of power plant,  
A building for physics and microbiology,  
Pomology service building,  
Enlargement of and improvement of Stockbridge  
House for the department of landscape  
gardening,  
Fireproof student dormitory,  
Library,  
Chemistry building,  
Armory and gymnasium.

Building  
Plans.

All these plans were discussed but no action taken.

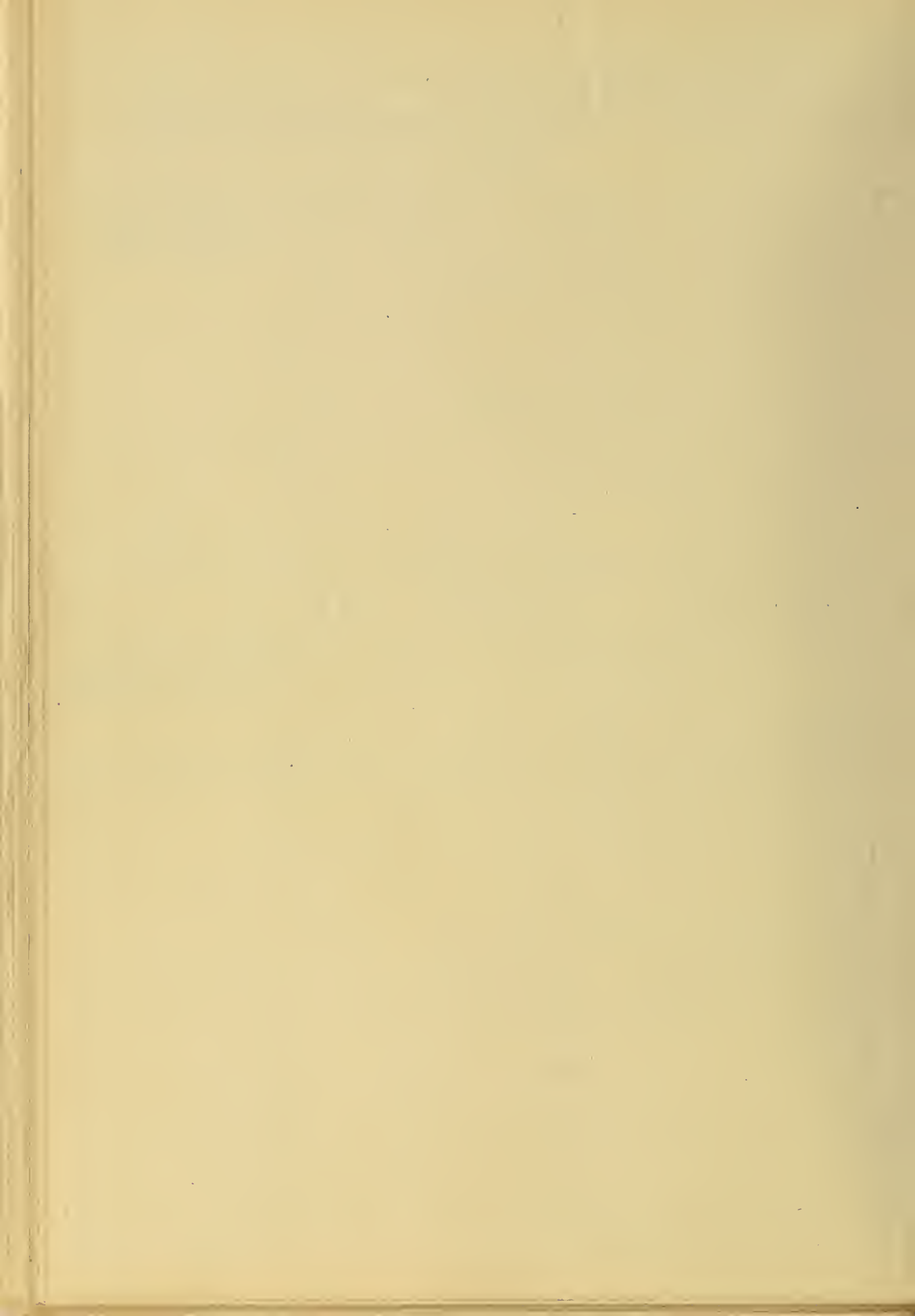




---- LIST OF COMMITTEE MEETINGS. ----

Trustees' Committee on BUILDINGS AND ARRANGEMENTS OF GROUNDS.

| Date           | Place                  | Notices<br>sent | Minutes | Remarks                      |
|----------------|------------------------|-----------------|---------|------------------------------|
| 1914<br>Nov. 5 | Hotel Bellevue, Boston |                 | O. K.   | By agreement<br>of Oct. 30th |
| Nov. 16        | Hotel Bellevue, Boston | By wire         | O. K.   |                              |
| Nov. 25        | Hotel Bellevue, Boston | Nov. 19         | O. K.   |                              |
| Dec. 12        | Hotel Bellevue, Boston | Dec. 7          | O. K.   |                              |
| 1915<br>Jan. 7 | Hotel Bellevue, Boston | Dec. 31         | O. K.   |                              |
| May 3          | Hotel Bellevue         | April 29        | O. K.   |                              |
| June 14        | M.A.C. Amherst         | June 11         | O. K.   |                              |
| May 22         | M. A. C. Amherst       | None            | O. K.   | Informal Meet-<br>ing        |
| July 12        | Hotel Bellevue, Boston | July 6          | O. K.   |                              |
| July 21        | Hotel Bellevue, Boston | July 15         | O. K.   |                              |
| Oct. 15        | Hotel Bellevue, Boston | Oct. 8          | O. K.   |                              |
| Dec. 6         | Hotel Bellevue, Boston | Nov. 29         | O. K.   |                              |
| Dec. 17        | M. A. C. Amherst       | Dec. 13         | O. K.   |                              |
|                |                        |                 |         |                              |
|                |                        |                 |         |                              |
|                |                        |                 |         |                              |



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, November 5, 1914, at 4:30 p.m.

---

PRESENT: Messrs. Bower, Gerrett, President Butterfield;  
Treasurer Kenney was also present.

Prof. Hicks presented a plan for the location of the Robertson Memorial gate which is to be presented by the Class of 1903 as a part of the equipment of the new athletic field. It was

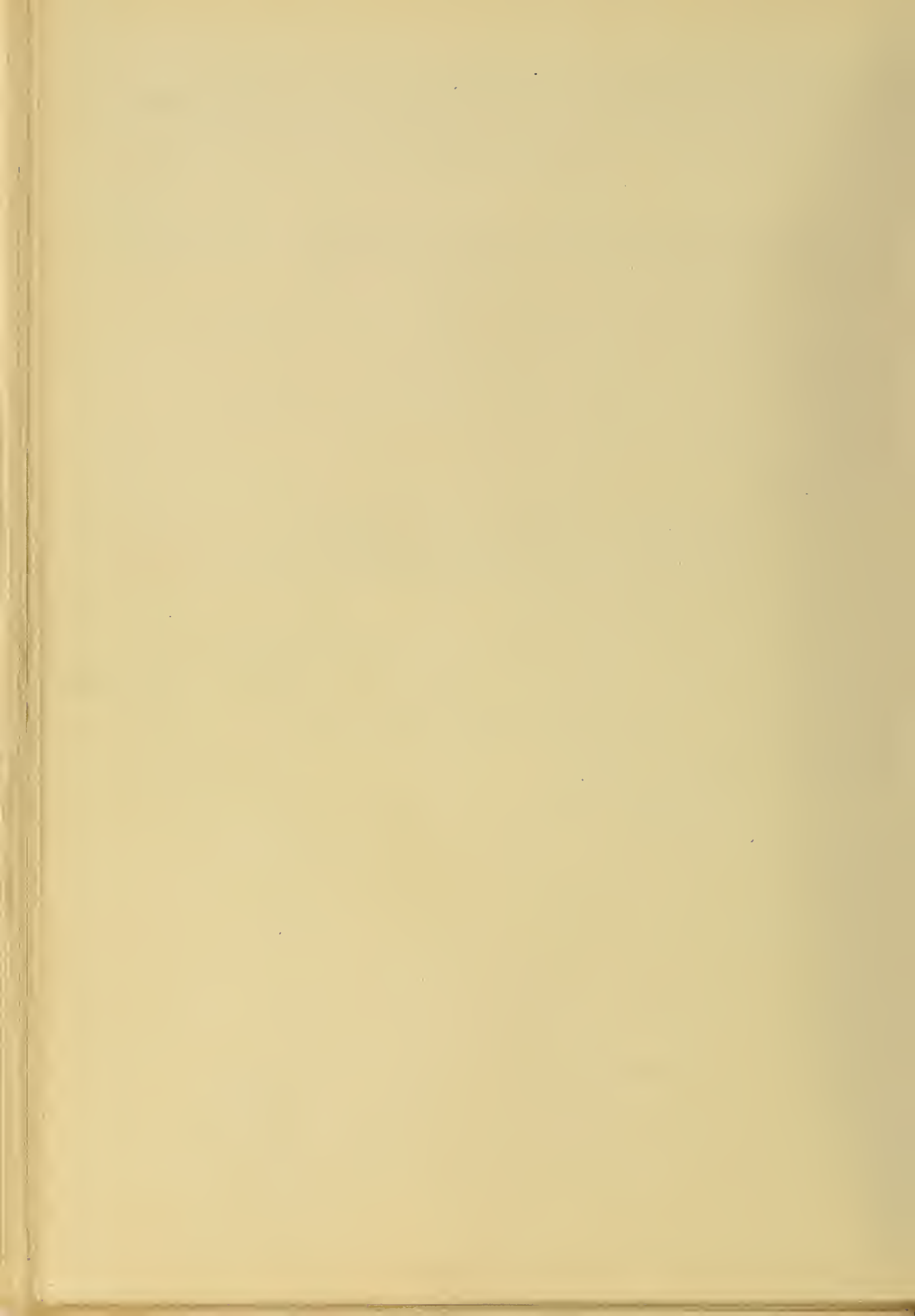
VOTED: To recommend to the Trustees the acceptance of the gate, the approval of its proposed location, and also the location of the proposed new drill hall and gymnasium on a site just north of the athletic field.

Gate for  
Athletic  
Field.

Treasurer Kenney reported that the Auditor would not approve a bill for the purchase of a portable saw mill as a part of the equipment to the addition of French Hall.

The President presented a plan for land purchase which involved a change in the law permitting the Trustees to sell land, so that the money thus accruing could be utilized for land purchase. It was estimated that the income thus available, together with income from current funds available for land, would be approximately \$40,000, which would be sufficient to pay for the Cutler land, the Leonard-Dickinson land, the Nash land, and the Q.T.V. land.

Land  
Purchase.



The following is the land schedule thus proposed:

|          |             |   |               |
|----------|-------------|---|---------------|
| Cutler,  | \$9,000.    | Legislative income \$5,000 per yr for<br>4 yrs. | \$20,000.     |
| Leonard, | 9,000.      | 20 lots at \$1,000.<br>(Louisa Baker)           | <u>20,000</u> |
|          |             |   | \$40,000.     |
| Q.T.V.,  | 7,000.      |   |               |
| Nash,    | 13,500.     |   |               |
| Angus,   | <u>800.</u> |   |               |
|          | \$39,300.   |   |               |

It was

VOTED: To recommend this general plan to the Trustees.

The President and Treasurer recommend the follow- Budget,  
ing legislative budget: 1915.

|   |                |
|---|----------------|
| Addition to the power plant,  | \$30,000.      |
| Graves Forest,  | 30,000.        |
| Addition to Rural Engineering shops, for<br>roads, walks, changes in South College,<br>and cold storage at dining hall, | 10,000.        |
| Student dormitory,  | 40,000.        |
| Laboratory for microbiology,  | <u>67,500.</u> |
|   | \$177,500.     |

It was

VOTED: To recommend this budget to the Trustees.

The Treasurer presented a bill for \$211. from  
Williams & Cole for services as expert engineers. Bill of  
Williams & Cole.

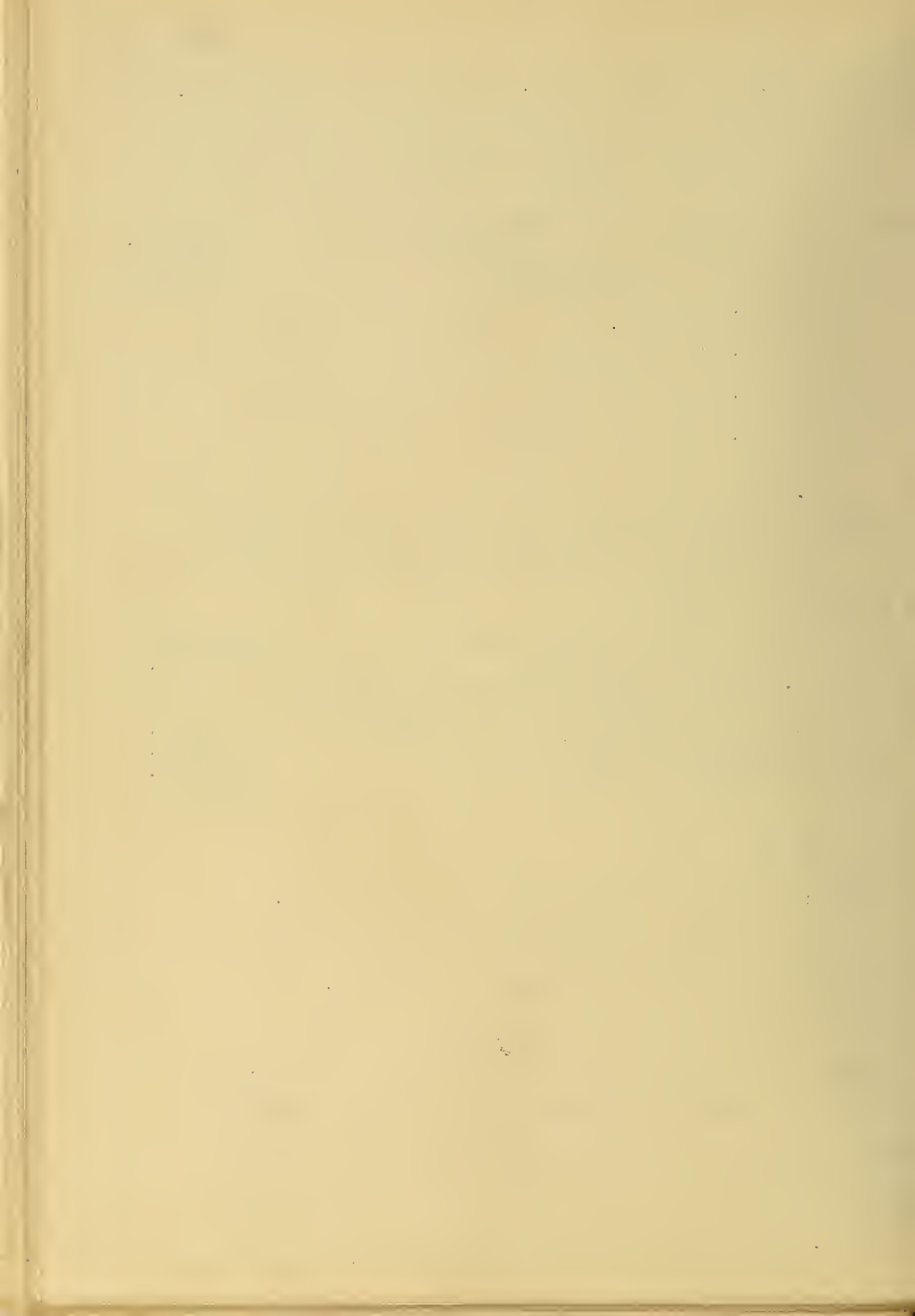
It was

VOTED: To authorize the Treasurer to pay the bill.

The Treasurer presented a bill from Mr. James H.  
Ritchie amounting to \$1500 for work as architect on the  
proposed building for physics and microbiology. It was

VOTED: To authorize the Treasurer to pay the bill on  
some date subsequent to December 1.

Bill of  
James H.  
Ritchie.



MINUTES OF SPECIAL MEETING OF TRUSTEES' COMMITTEE  
ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, November 16, 1914, at 1:30 p.m.

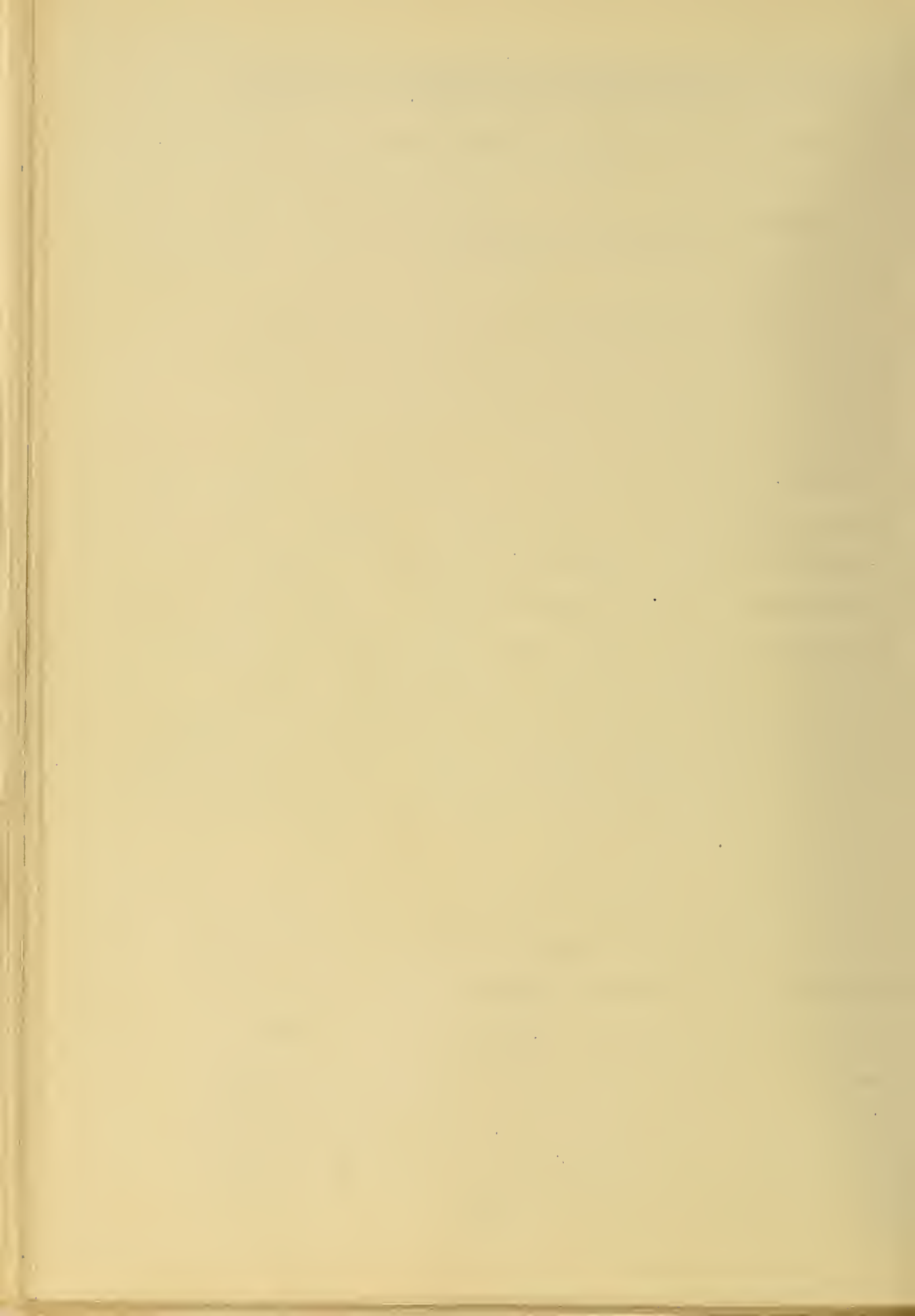
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PRESENT: Messrs. Bowker, Gerrett, William Wheeler,  
and Treasurer Kenney.

Treasurer Kenney reported that the agreement for the erection and completion of the building to be annexed to the College, dated July 8, 1914, has been practically abandoned, and that pursuant to the con-Construction tract made between the College, acting for the Common- of wealth, and the Tyson, Weare & Marshall Company, the Agricultural contractor had been notified in writing, by letter dated November 9, 1914, a copy of which is herewith to Building. be spread upon the records, that said contract would be terminated forthwith and that all materials, tools and appliances found upon the ground would be taken possession of by the trustees and utilized by any subsequent contractor to whom the trustees might award the contract for the completion of said building.

He further reported that he had conferred with an attorney, representing himself as counsel for the United States Fidelity & Guaranty Company, to the effect that such materials, tools and appliances would be taken under the control of the owners, to wit, the trustees, and that they would award the contract to other persons; and that after such conferences the following arrangements had practically been entered into.





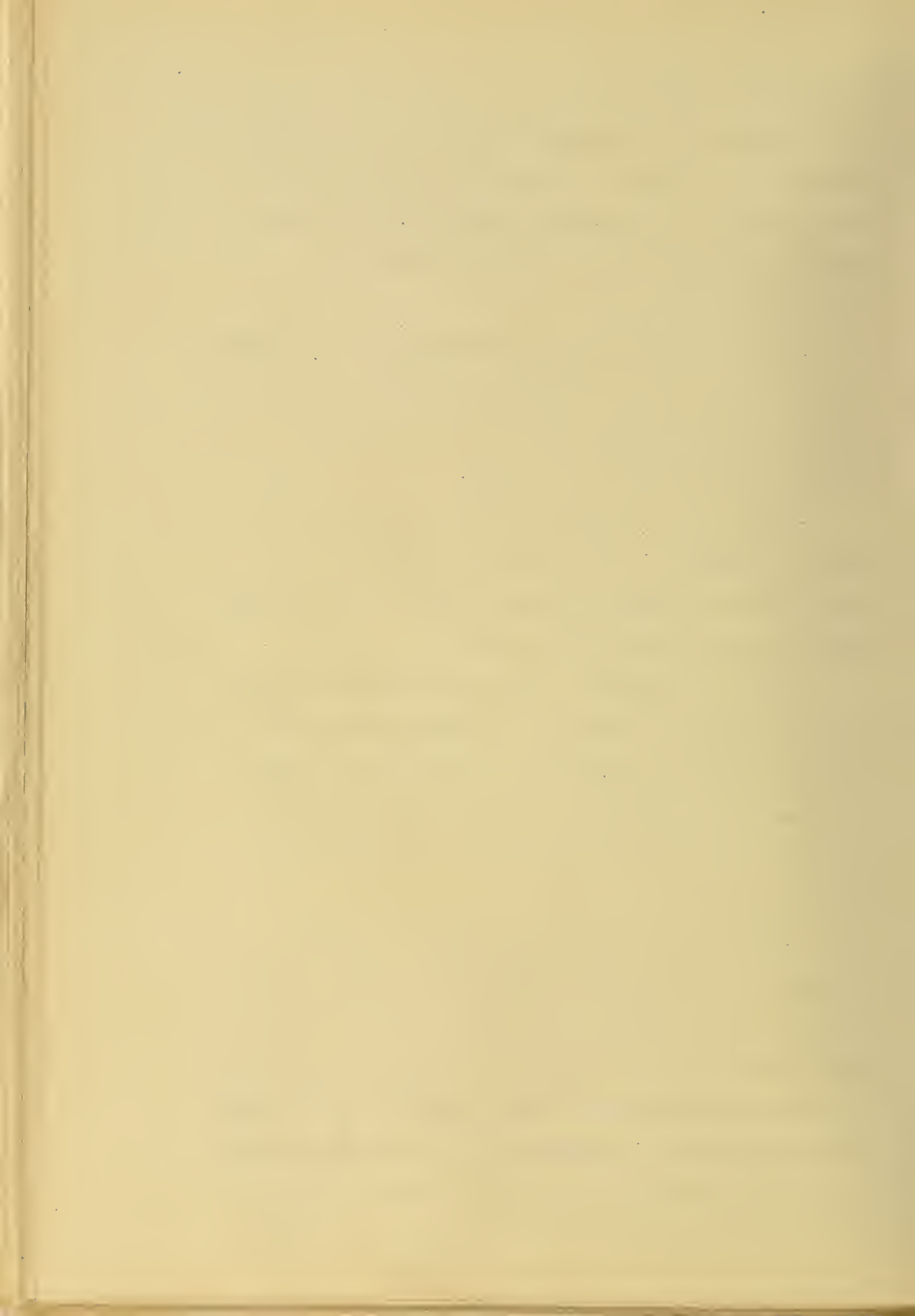
1. That a new agreement was to be made between the trustees and the Casper Ranger Construction Company, a corporation, for the sum of \$145,784.00 for the completion of the building from the condition in which it is now in.

2. That one of the considerations for the execution of a new contract would be the use of all the materials, tools and appliances found upon the premises of said erected building.

3. That all the rights which the trustees had acting in behalf of the Commonwealth against the surety upon the bond originally given would be maintained, reserved and relied upon.

4. That in executing a new contract with Casper Ranger Construction Company the same surety would execute a bond for the faithful performance of all its terms and conditions and to pay all bills for labor and materials necessary for the construction of said building.

5. That any claims for materials furnished through and by Tyson, Weare & Marshall Company in the course of the construction of said building, whether incorporated in the building or now upon the premises and to be used by Casper Ranger Construction Company of said building, whether incorporated in the building or now upon the premises and to be used by Casper Ranger Construction Company, are to be paid by the surety



company and a guarantee furnished before the new contract is to be executed, in which the surety company would expressly be asked to indemnify and hold harmless the trustees, as individuals and as officials, for any claims for damages or for material and labor furnished in the construction of that portion of the building left uncompleted; and that contemporaneously with the execution of the new contract a new surety bond should be executed, not waiving, as hereinbefore set forth, any of the rights of the trustees under the previously executed bond.

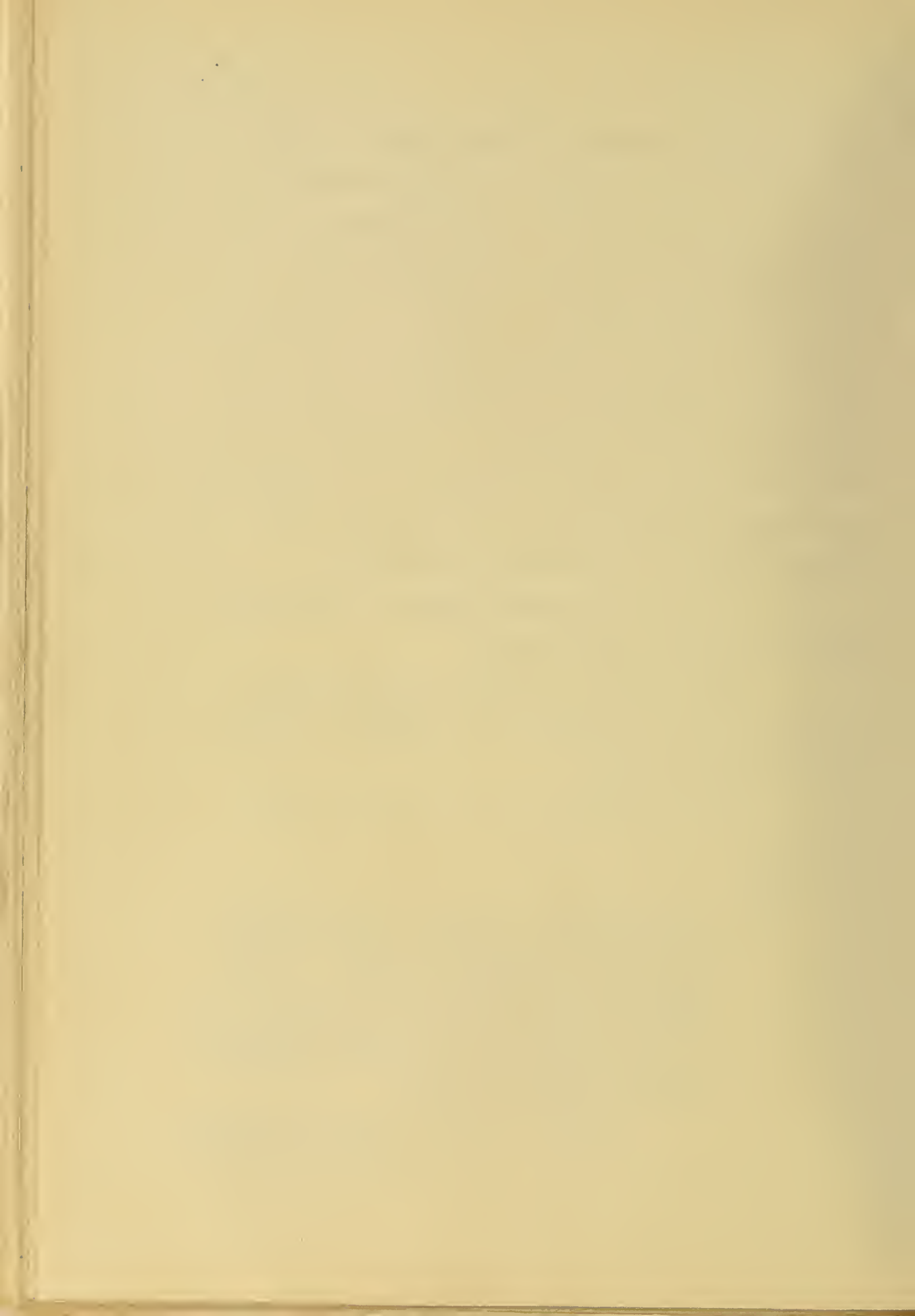
James H. Ritchie was present at the conference and explained many details.

Leon R. Eyges, Assistant Attorney-General was present at the conference and explained certain phases of the contract.

At the conclusion of the meeting it was unanimously

VOTED: That Mr. Fred C. Kenney be authorized to execute by and in behalf of the trustees of the College, acting on behalf of the Commonwealth of Massachusetts, a new contract as hereinbefore set forth for the completion of the building aforesaid, said contract before being put into force to be approved by Mr. W. H. Bowker, chairman of the building committee, and by the Attorney-General's office.

(Signed) Fred C. Kenney, Secretary.  
W. H. Bowker, Chairman.



C O P Y.

November 9, 1914.

Tyson, Weare & Marshall Company,  
6 Beacon Street,  
Boston, Mass.

Gentlemen:

Under date of October twenty-second, Mr. James H. Ritchie, architect, called upon your Company to furnish a sufficiency of properly skilled workmen and materials of the proper quality to prosecute the work with promptness and diligence all as required in Article V of the signed contract for the erection and completion of the Agricultural Building, at the Massachusetts Agricultural College, Amherst. At the end of the three days, you having failed to do this, Mr. Ritchie certified to me as the Officer representing the Owners to terminate your employment as contractors for the said work and to enter upon the premises and take possession for the purpose of completing the work included under this contract and to employ any other person or persons to finish the work and to provide the materials therefor.

This letter is a notification to you of the termination of this contract and is to be accepted by you as such.

Yours very truly,

(Signed) Fred C. Kenney,





MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, November 25, 1914, at 10:30 a.m.

---

PRESENT: Messrs. Bowker, William Wheeler, President Butterfield; Treasurer Kenney was also present.

The meeting was called to discuss the details of presentation to the Governor and Council of a request for permission to exchange part of the Louisa Baker tract for the Owen land, in accordance with provisions in Chapter 827 of the Acts and Resolves of 1913. It was

VOTED: That, in case the permission is granted, there be presented to this Committee details of the restrictions that are to affect the deed of the Louisa Baker tract.

Exchange of  
Baker Land.

The President presented a proposal for revision of the law authorizing the Trustees to sell land, and also a project for an outline of proposed legislation granting the college annual appropriations for improvements.

It was

VOTED: To authorize the President to consult with proper officials relative to perfecting the measures, and present the same at a future meeting of the Committee.

Land Sale  
Law

Meeting adjourned.

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF THE HISTORY OF ARTS  
AND ARCHITECTURE

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THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF THE HISTORY OF ARTS  
AND ARCHITECTURE

MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, December 12, 1914, at 9:00 a.m.

---

PRESENT: Messrs. Bowker, Gerrett, Preston, William Wheeler, and President Butterfield.

Treasurer Kenney was present and presented the question of desired restrictions to accompany the Louisa Baker land in the contemplated exchange for the Owen land. These restrictions were thoroughly discussed. Mr. Duane H. Nash appeared before the Committee and accepted the restrictions. The Committee then

Land  
Restrictions

VOTED: To make restrictions indicated in the memorandum attached to the Minutes of the Trustees of January 8, 1915.

It was

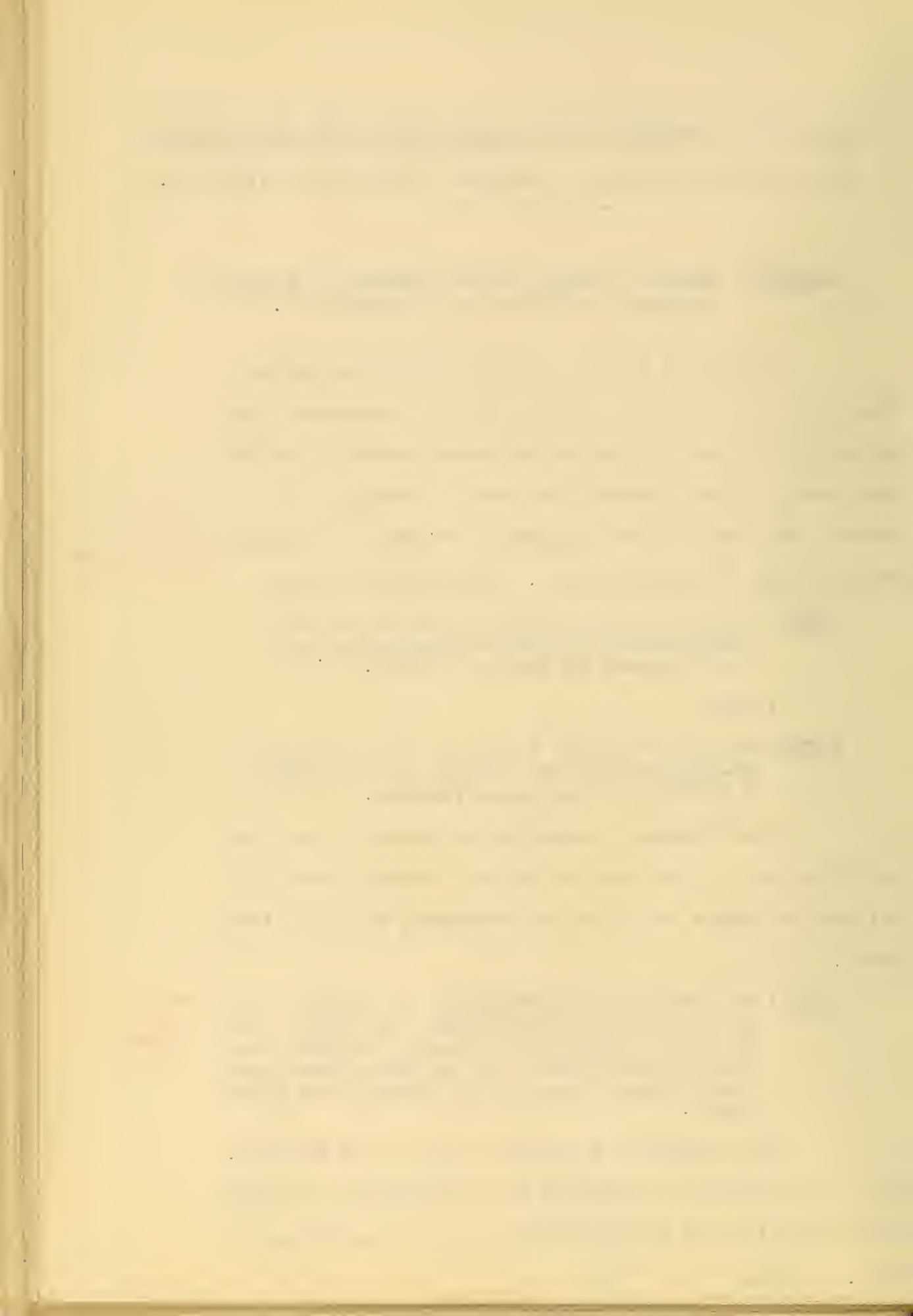
VOTED: To ask Professor Waugh to have this area re-platted and to include, if possible, a parking of the upper roadway.

The Treasurer presented a communication from the Selectmen of the town of Amherst stating that the college buildings could now be connected with the town sewer. It was

VOTED: To authorize the Treasurer to connect the college buildings with the town sewer, and to pay to the town of Amherst \$9,200, the amount appropriated by the Legislature as the college share of the Connecticut River sewer.

Payment  
for  
Sewer  
Outlet.

The Treasurer presented the bill of Edwin Q. Cole, the engineers consulted with reference to the proposed building for microbiology; the bill amounting to \$300. It was



VOTED: To authorize the Treasurer to pay this bill of \$300. for engineering services to Edwin Q. Cole.

Bill of  
E.Q.Cole.

The Treasurer presented a bill from Stone & Webster, of \$343.18, for services in connection with the plans of the proposed new addition to the power plant. It was

VOTED: To authorize the Treasurer to pay the bill of Stone & Webster, \$343.18, for services in connection with the proposed addition to the power plant.

Bill of  
Stone &  
Webster.





MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, January 7, 1915, at 1:00 p.m.

---

PRESENT: Messrs. Bowker, Gerrett, Preston, and President Butterfield. Auditor Pope, Mr. F. A. Hosmer, and Treasurer Kenney were also present.

Mr. Hosmer presented a statement on behalf of the Amherst creditors of the Tyson, Weare, & Marshall Co. Without vote, it was the sense of the Committee that this matter should be held in abeyance until there shall be further developments as to the final cost of the building.

Local  
Creditors,  
Tyson, Weare,  
& Marshall Co.

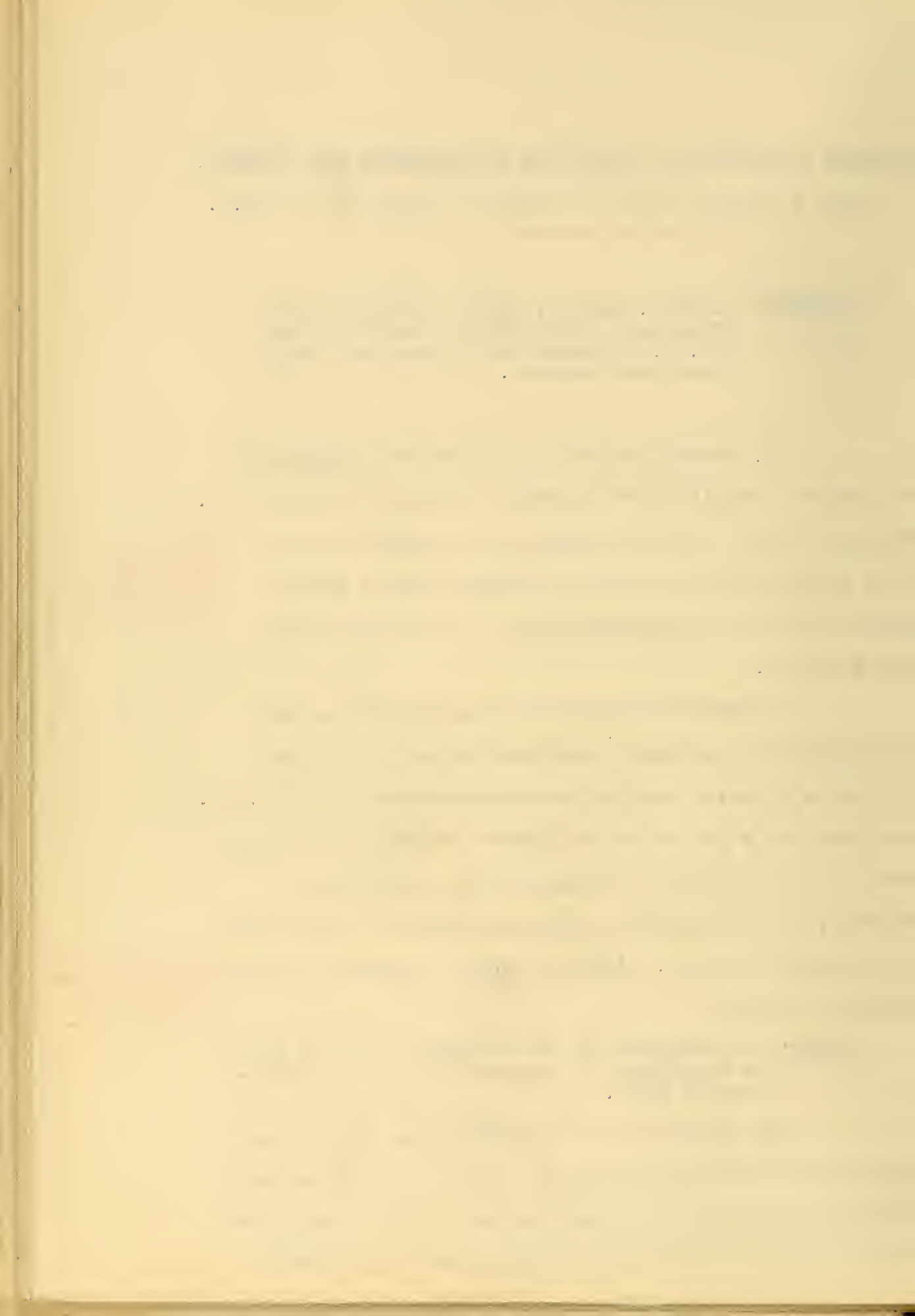
The President presented the text of an Act to provide for permanent improvements at the College through a proposed legislative appropriation of \$200,000. per year for a period of six years; he stated that the text of the bill had been approved by the Attorney General, and the general scope and purpose of the bill by the State Auditor. After a verbal statement by the Auditor, it was

Continuing  
Appropriations  
for  
Improvements.

VOTED: To recommend to the Trustees that the bill as submitted, be presented to the legislature of 1915.

The President also presented the text of an amendment to Chapter 638 of the acts of 1912 which authorized the Trustees to sell certain lands; the amendment provides, among other things, that the proceeds





accruing from such sales may be used by the Trustees, under certain restrictions, for the purchase of additional land. He stated that this bill also had been approved by the Attorney General and Auditor. It was

Amendment  
to Land Sale  
Law.

VOTED: To recommend to the Trustees that the bill as submitted, be presented to the legislature of 1915.

The President read correspondence with the Auditor relative to the purchase of land out of the current appropriation; the Auditor having ruled that this could not be done except by a resolve of the legislature, it was

Purchase of  
Land.

VOTED: To postpone until a future date the settlement of the question of the purchase of land out of current funds.

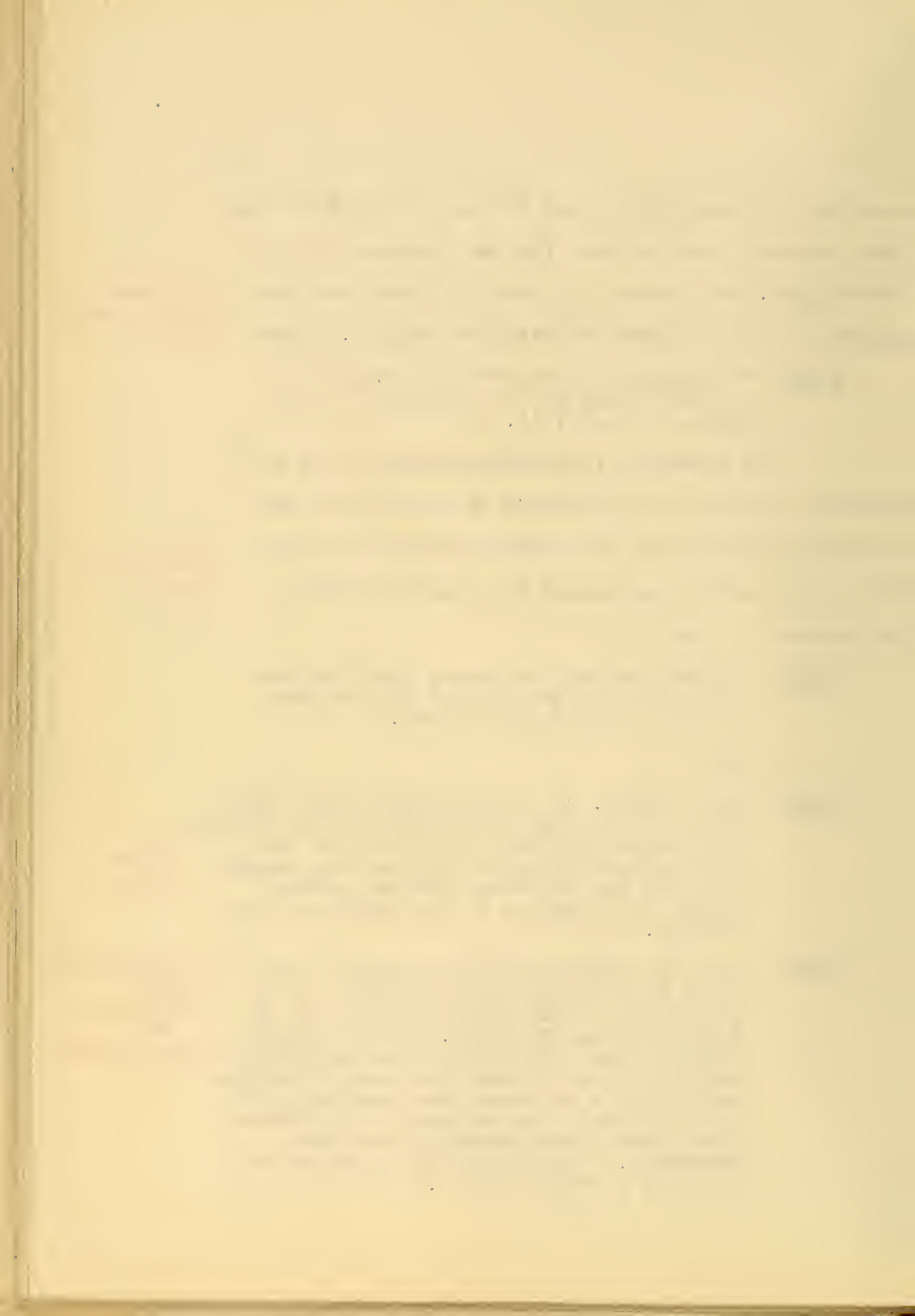
It was

VOTED: That \$1000. of the accumulated earnings of the Hills Fund and, until further notice, the income from said fund shall be used for the beautifying of the college campus (setting out of trees, plants, shrubs) under the direction of the department of Grounds.

Hills  
Fund.

VOTED: That the President be authorized to approve projects at his discretion for improvements and for new equipment not to exceed the sum of \$1000. in each classification, and that the further apportionment of funds in these two classifications be left to a sub-committee consisting of the President, the chairmen of the Trustees' Committees concerned, and the Treasurer. (To include the question of erecting a swimming pool.)

Apportionment  
for  
Equipment  
and  
Improvements.



VOTED: That the action taken at a previous meeting relative to the location of the proposed armory, be rescinded, and that Professor Waugh be requested to make a further study of the sites under consideration.

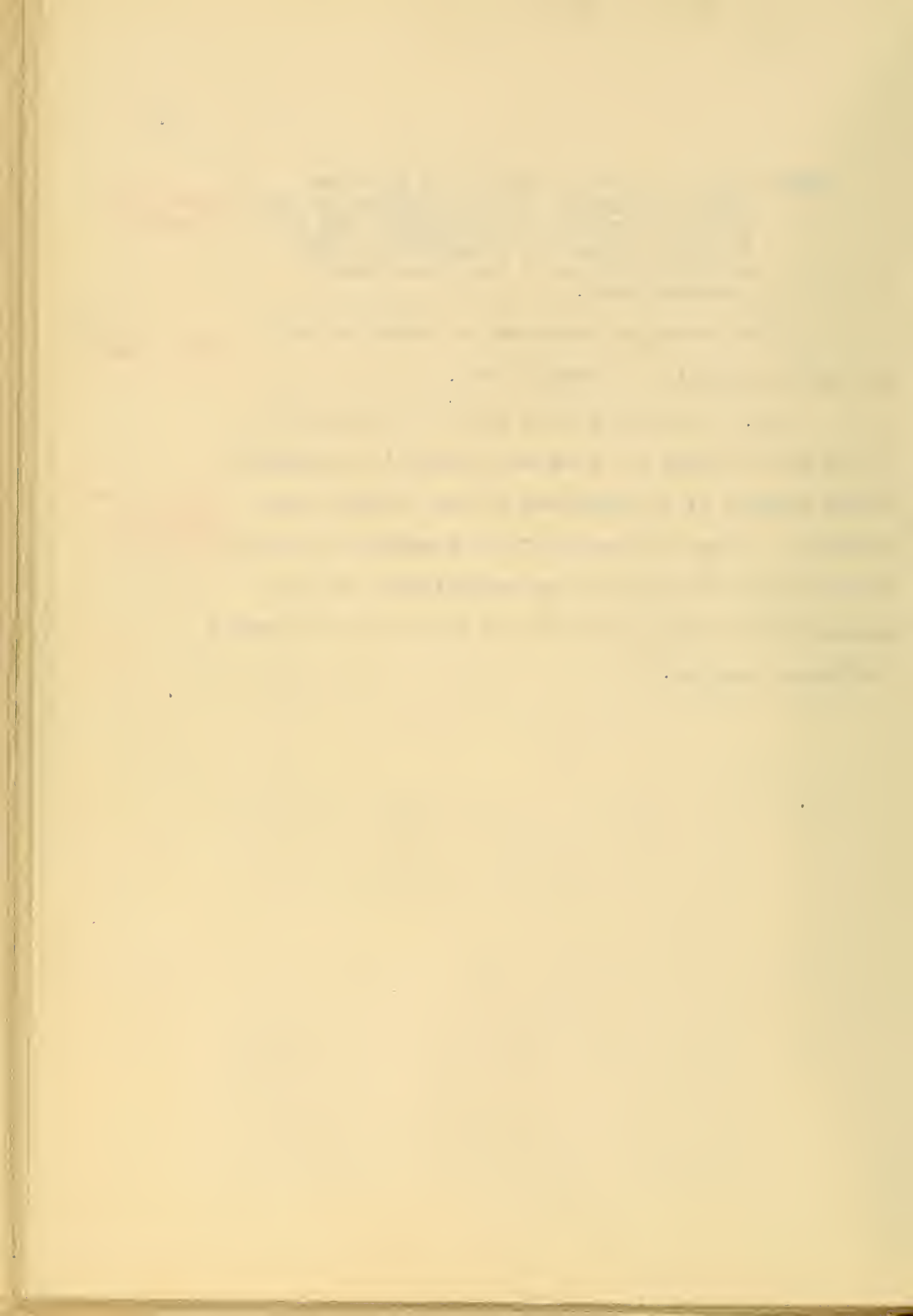
Location of  
Armory.

The Treasurer presented a report on the cost of the addition to French Hall.

French Hall.

The Treasurer made a report on the status of the agricultural building with respect to possible claims against it by creditors of the original contractors. It was the sense of the Committee that the Treasurer should plan for the installation of the equipment for the building on the basis of the schedule originally adopted.

Agricultural  
Building  
Equipment.



MINUTES OF MEETING TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Bellevue Hotel, Boston, Monday, May 3, 1915.

PRESENT: Trustees Bowker, Gerrett, Ellis, Wm. Wheeler, Butterfield.

Also present, Treasurer Kenney, Prof. Waugh, Prof. Hicks, Mr. Ritchie.

Professors Waugh and Hicks presented a re-study of the athletic field, including location of the memorial gate and the proposed future building for armory and gymnasium. It was

VOTED: To accept the study of the athletic field as related by Prof. Waugh, dated March 16, 1915, **Relative** in the matter of location of memorial gate, **to Athletic** approaches, and site of future building for **Field.** armory and gymnasium.

It was

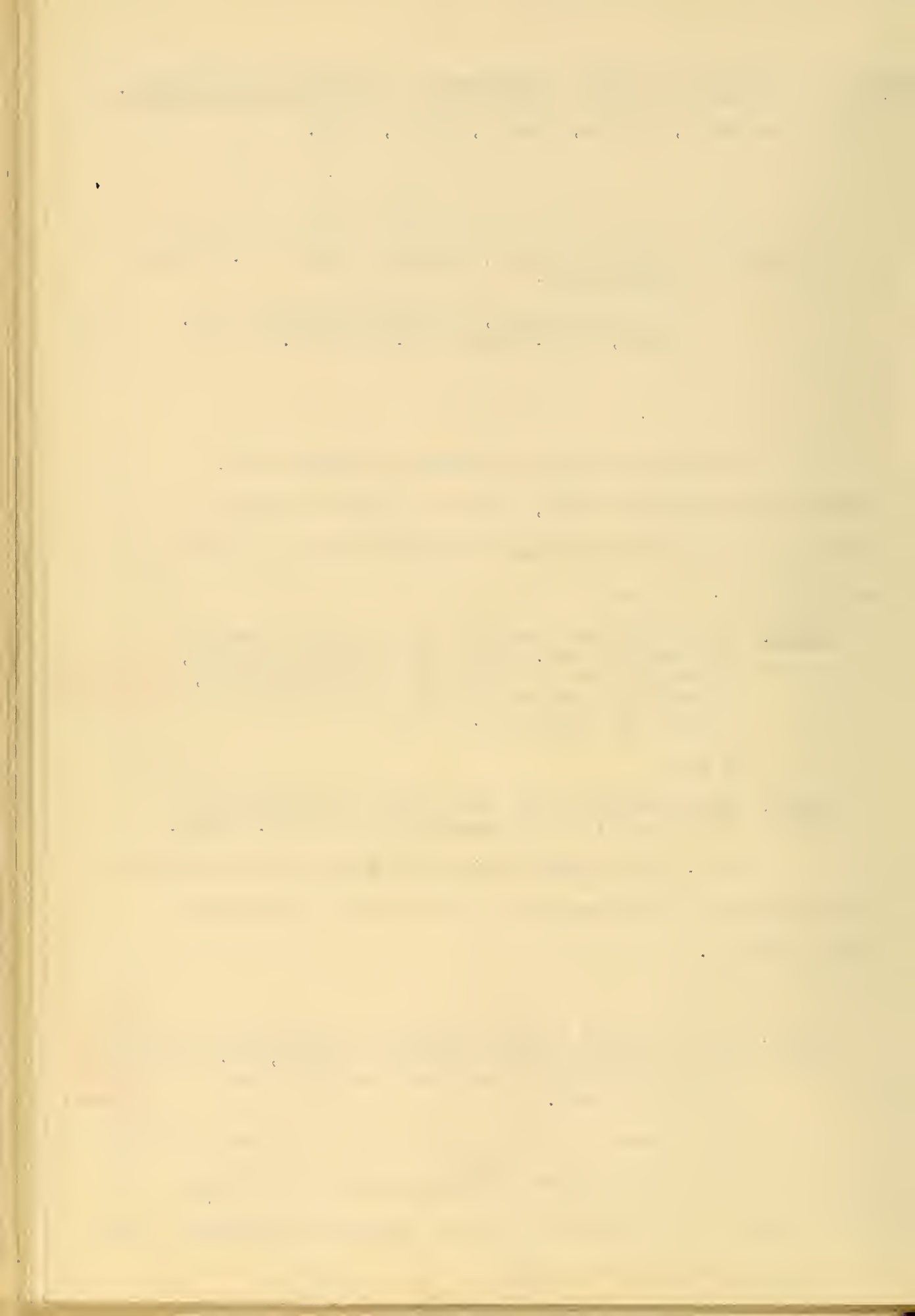
VOTED: To accept the plan and style of fencing of athletic field as recommended by Prof. Hicks.

Prof. Hicks asked whether it would be feasible for the Trustees to loan some money for the early completion of the fencing.

It was

VOTED: To recommend to the Trustees' Committee on Finance **Loan** for that if feasible the College loan \$1,000. for the **Ath-** purpose of completing the fencing of the **letic** athletic field. **Field.**

The Treasurer raised a question in regard to final location of the proposed new laboratory for physics and microbiology; the tentative location being on Stockbridge Road





to the north of the horticultural barns. After discussion, it was

VOTED: To locate the proposed laboratory for physics and microbiology on site adjacent to, and south of, the East Experiment Station. It was

Location of  
Microbiology  
Laboratory.

VOTED: To authorize Mr. Ritchie to complete plans and specifications for the microbiological end of the proposed new laboratory for physics and microbiology.

Plans for  
Microbiology  
Laboratory.

It was

VOTED: To authorize the Treasurer to advertise for bids for the construction of the microbiological building as soon as architect's plans and specifications are prepared.

Bids for  
Micro-  
biology  
Laboratory.

Representative Walter Cowles of Amherst appeared before the Committee, stating his willingness to purchase the so-called "Walsh Farm" on East Pleasant Street and to hold it for a short term of years for the College, if the College desired it.

It was

VOTED: To leave the matter, with power, to a committee consisting of Messrs. Cleason, Gerrett, the President, and Treasurer.

Walsh  
Farm.

The Treasurer recommended that the \$10,000 appropriated by the present legislature for improvements at the Power Plant be used as follows:

Power  
Plant  
Improvements

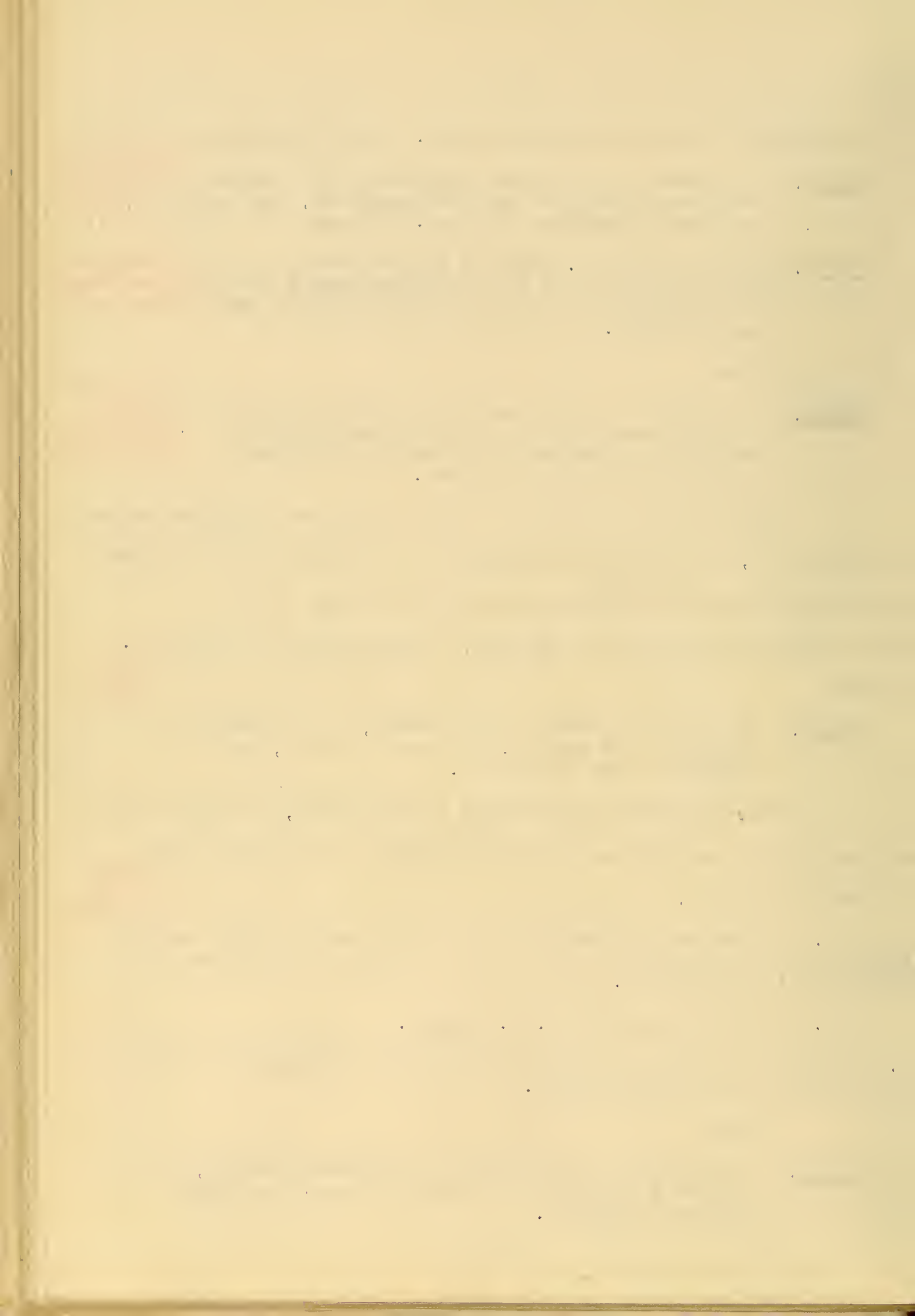
1. To remove the present roof of the coal rocket, rebuild the walls, and change the roof so as to have it correspond with the present boiler room.

2. To instal one 200 H. P. boiler.

3. To use any balance remaining toward the building of a coal rocket east of the present one.

It was

VOTED: To authorize the Treasurer to expend the \$10,000 as indicated in his recommendation when the money becomes available.



The President reported the action of the town of Amherst in voting for an automobile fire truck, provided the two colleges would cooperate. It was

VOTED: To recommend to the Finance Committee that the College contribute \$1,000 toward the purchase of an automobile fire truck for the town of Amherst. Automobile  
Fire  
Truck.

The Treasurer recommended the following re-  
apportionment in the equipment of Stockbridge Hall:

1. \$ 951.00 increase in hardware allowance.
2. \$1000.00 increase in organ allowance.
3. \$ 135.00 increase in elevator allowance.

Stockbridge  
Hall  
Equipment.

It was

VOTED: To authorize the changes recommended by the Treasurer in the apportionment of equipment fund.

The employment of Mr. Thomas Butterworth, as assistant engineer, was authorized at a salary of \$1500, to take effect May 15, 1915. Appointment  
of Thomas  
Butterworth

It was

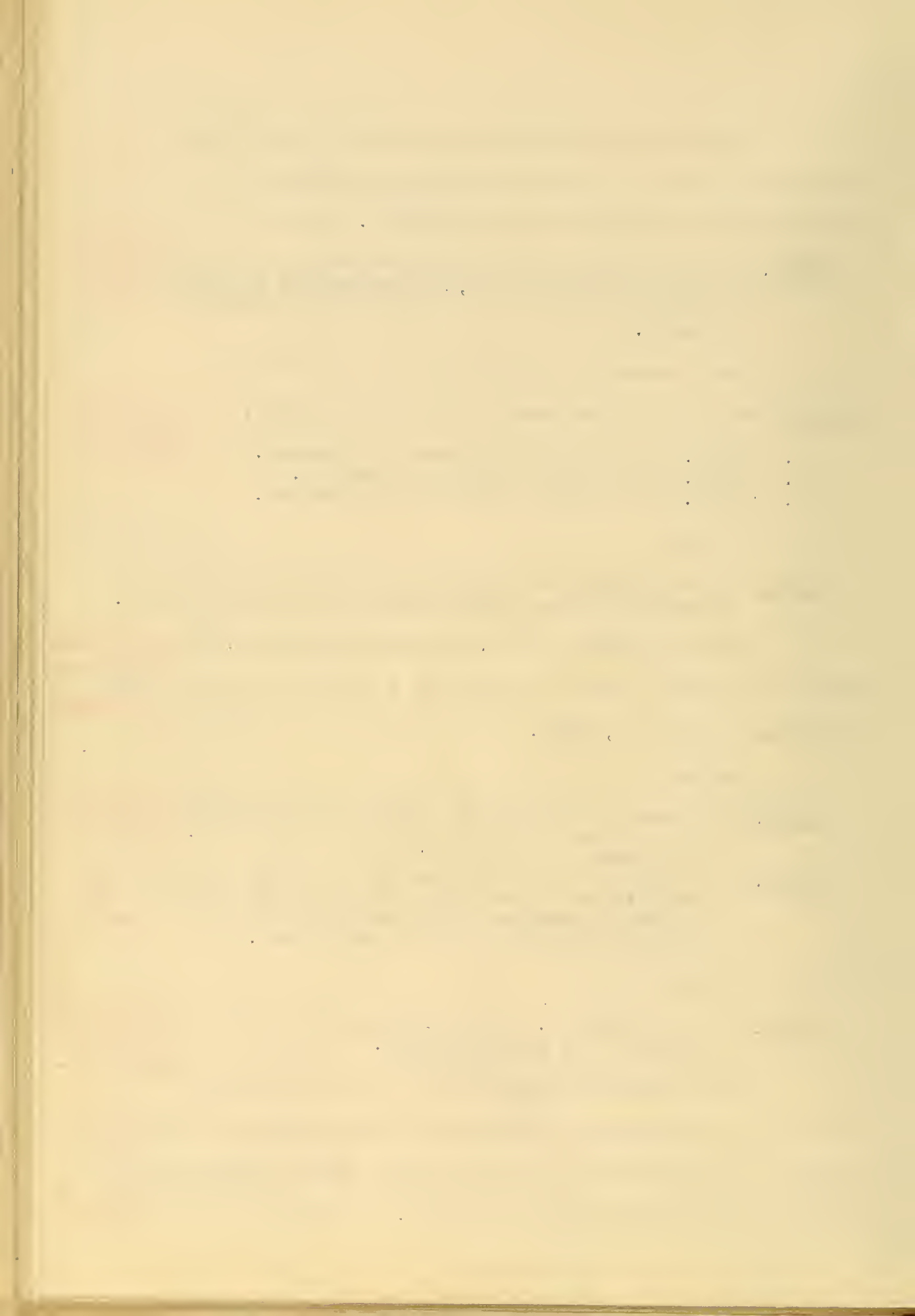
VOTED: To locate the Agronomy department greenhouse south of the Experiment Station dairy barn. Location of  
Agronomy  
Greenhouses

VOTED: To authorize the Chairman of the Committee and the Treasurer to consult with the Attorney General relative to matters connected with the law authorizing the College to lease land. Land  
Leases.

It was

VOTED: To continue Mr. James H. Ritchie as Consulting Architect for the year 1915. J.H.Ritchie  
Con-  
sulting  
Architect.

The Treasurer reported the opinion of Hammond & Hammond, of Northampton, relative to the question of right of way at the south side of the athletic field, stating that no private right of way was in existence. It was Right  
Way  
Athletic  
Field.



VOTED: To authorize the Treasurer to pay Hammond & Attorneys  
Hammond \$50.00 for their services in connection Fees.  
with the above opinion.

The President raised a question concerning the  
legislative budget for next year, particularly as to whether  
a large building is to be asked for. After discussion, it was

VOTED: That the erection of the Library is in the judgment  
of this Committee the first of the large Library.  
buildings to be undertaken.

It was

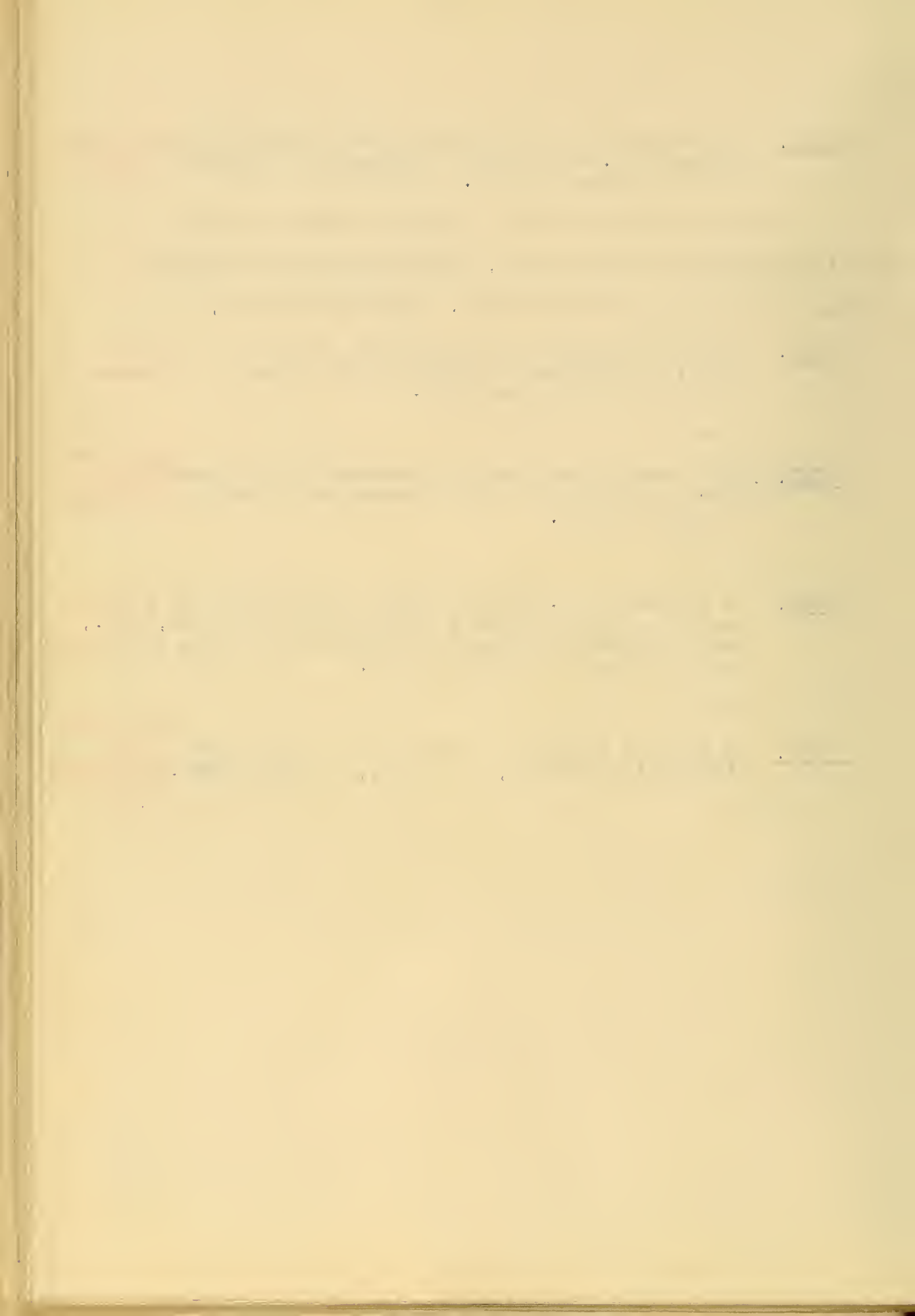
VOTED: That competitive plans be secured for proposed Plans for  
library; payments to be deferred until money Library  
is appropriated. Building.

It was

VOTED: To request Prof. Waugh to make a full study of Library  
possible library sites including contour lines, etc.,  
and to suggest a special consideration of the site Sites  
north of the "Hasbrouck House".

It was

VOTED: To ask the Treasurer to discover whether the In regard  
Stockbridge Road is, or is not, a public road. to  
Stockbridge Road.  
Road.





An informal meeting of the Trustees' Committee on Buildings and Grounds was held at the College, May 22, 1915.

PRESENT: Messrs. Bowker, Gerrett, Preston,  
President Butterfield.

The question of site of the building for Microbiology was taken up. The following memorandum, which I have addressed to the Treasurer, covers the views of the Committee. They may be construed as a vote, subject to confirmation.

Location of  
Microbiology  
Building:

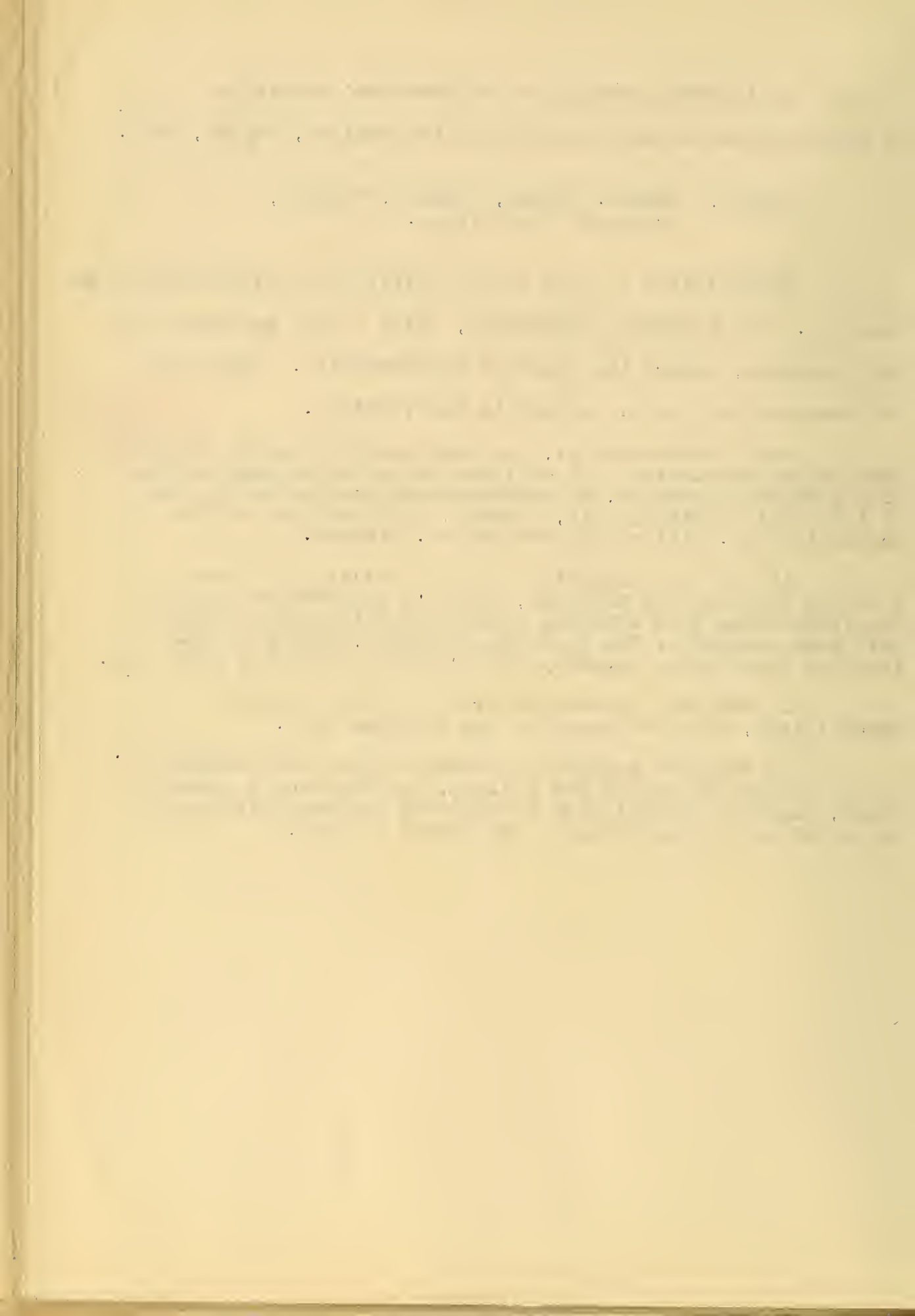
"As I understand it, the provisional location decided upon by the Committee is to utilize the southerly line of the most northerly location, as approximately the northerly line of the final location; this, however, being subject to the approval of Mr. William Wheeler and Mr. Ritchie.

It was also suggested that the building go back a little farther from the road, so as to preserve so far as practicable the same distance from the county road as would have been secured if the building had been retained on the location tentatively voted by the Trustees in July of last year.

It was also understood that you would procure exact levels, with reference to the proposed site.

It was also suggested informally that the records of the Weather Bureau of the College, running back a number of years, might be investigated to discover the main direction of prevalence of winds during the season of dust."





MINUTES OF THE MEETING OF THE TRUSTEES' COMMITTEE ON BUILDINGS  
AND GROUNDS.

M.A.C., Draper Hall, June 14, 1915, at 12 o'clock noon.

---

PRESENT: Messrs. Bowker, Ellis, Gerrett, William Wheeler,  
and President Butterfield; Treasurer Kenney,  
Prof. Waugh and Mr. Ritchie were also present.

The Treasurer reported on an opinion from the  
Attorney General relative to the application of the  
Saturday half-holiday law.

The Treasurer, for the sub-committee, consisting  
of the President, Mr. Gerrett, Mr. Gleason, and the  
Treasurer, reported that he had received a bond for a

deed for the so-called Tillson-Walsh land. It was

Rental and  
Acquisition  
of Walsh  
land.

VOTED: To accept the report of the sub-committee  
relative to the rental and acquisition of  
the Walsh land, and to recommend its con-  
firmation by the Trustees, the cost of  
carrying the project to be borne by the  
Experiment Station.

The Treasurer reported an opinion from the  
Attorney General relative to leasing land to fraternity  
corporations.

Land for  
Sigma Phi  
Epsilon  
Fraternity.

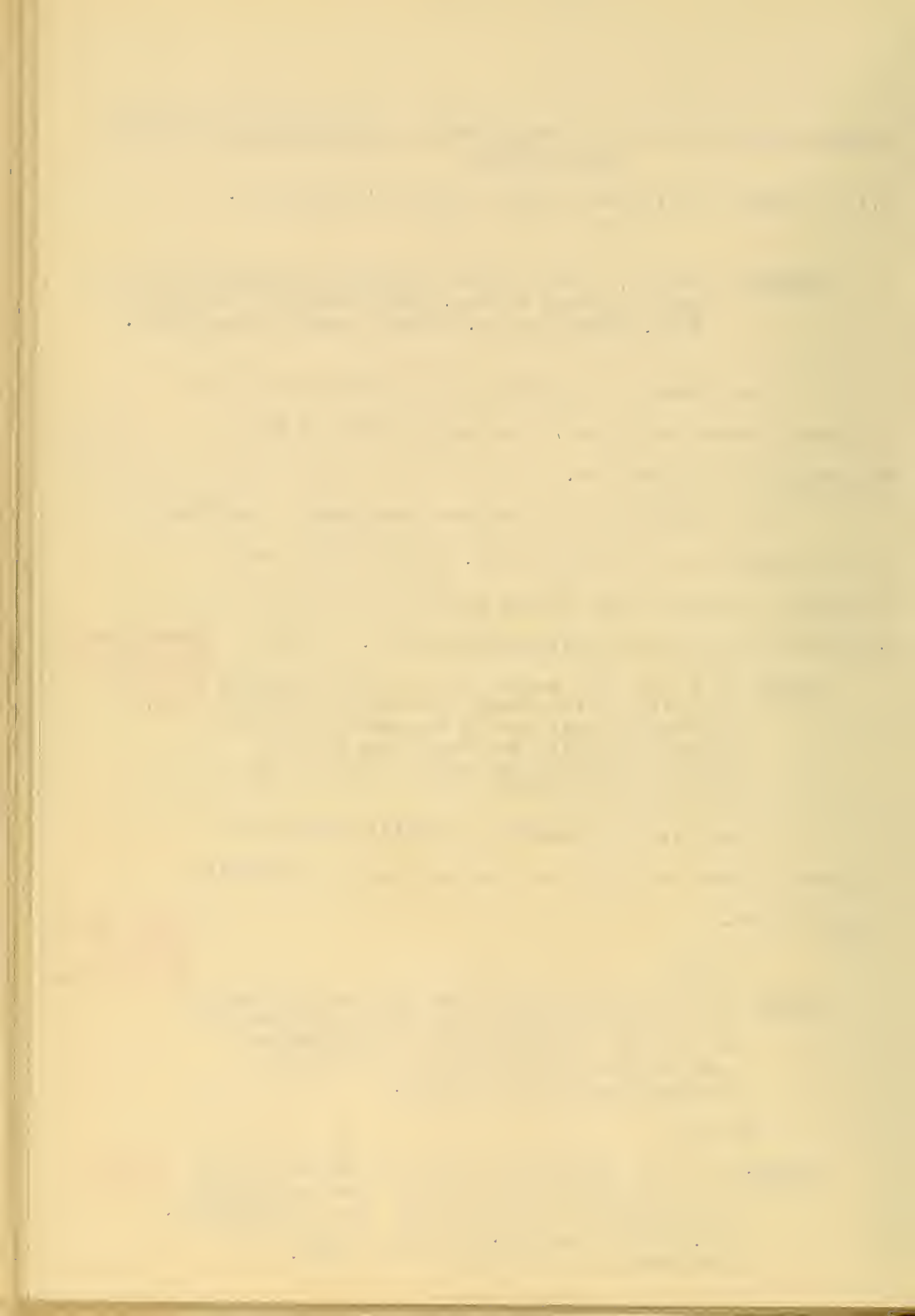
It was

VOTED: That the question of leasing one-half acre  
of land to the Sigma Phi Epsilon fraternity  
be left to the President, the Treasurer,  
and the chairman of this committee to  
arrange terms of the lease.

It was

VOTED: That in negotiations that may arise in the  
near future relative to the Graves Forest, a  
sub-committee consisting of the President, Mr.  
Wm. Wheeler, and Mr. Gerrett be appointed to  
represent the Trustees, with power.

Graves  
Forest.



It was

VOTED: That the President and Treasurer be authorized to take up with the Attorney General the question of purchase of land and the payment for equipment and improvements from funds appropriated for current expenses. Purchase of land, equipment, and improvements

It was

VOTED: To confirm the request of the President that Prof. Waugh make a preliminary study of the location of proposed future buildings, and to authorize the expenditure of approximately \$100. to carry out this project. Location of future Buildings.

It was

VOTED: To apportion \$20,000. for equipment for Stockbridge Hall with a reserve of \$5,000. for the same purpose and to leave the adjustment of this expenditure to Prof. Foord and the Treasurer. Equipment for Stockbridge Hall.

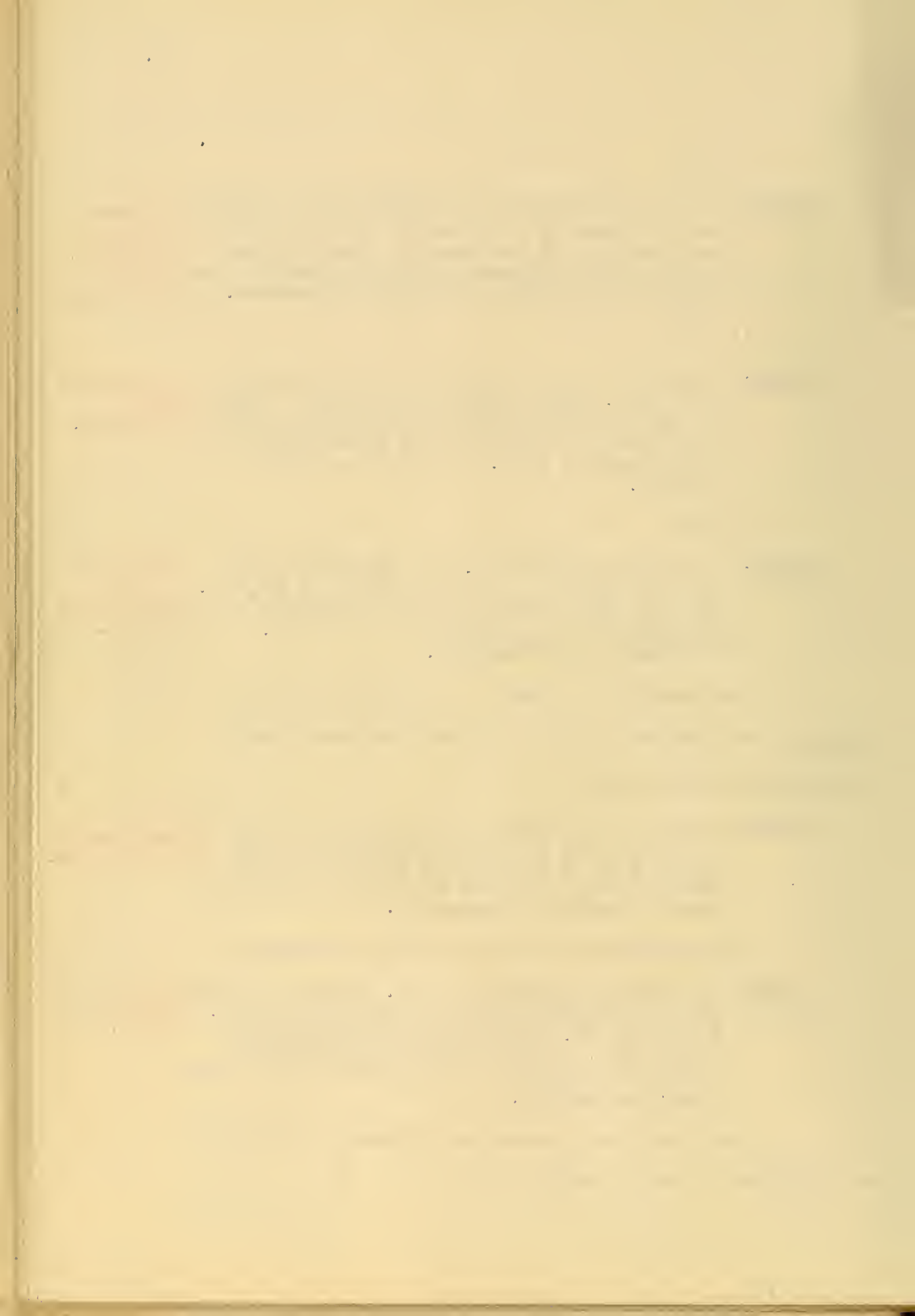
The Committee viewed the location of the proposed walk between the ravine and the East Experiment Station, and it was

VOTED: To place the walk at the north of the row of trees, but between the poles and the trees, making a six-foot foundation and changing the location of certain poles if found absolutely necessary. Walk to East Experiment Station.

The Committee looked over the ravine and

VOTED: That the suggestions of Mr. Manning concerning cutting of trees be referred to Prof. Waugh and Mr. Ritchie, and that there be such tentative and progressive treatment in the development of the ravine as existing funds may permit. Trees in Ravine.

The Committee viewed the crosswalk between the west and east campus, and it was



VOTED: As the sense of the Committee that as soon as funds are available the crosswalk should be straightened and properly developed. Crosswalk.

The Committee looked over various types of chairs intended for the auditorium, and

VOTED: To approve the Haywood Bros. & Wakefield special type of chairs. Chairs for Auditorium.

Prof. Waugh presented the need of a settling basin at the south end of the pond, and it was

VOTED: That when funds are available a project should be made for providing a settling basin at the south end of the pond. Settling Basin for Pond.

It was

VOTED: To authorize Prof. Waugh to improve the area west of Wilder and Clark Halls as soon as funds are available. Area west of Wilder and Clark Halls.

VOTED: To refer to the Committees on Experiment Department and Farm the question of a different use of the central campus and request these committees to refer back their conclusions to this committee. Use of Central Campus.

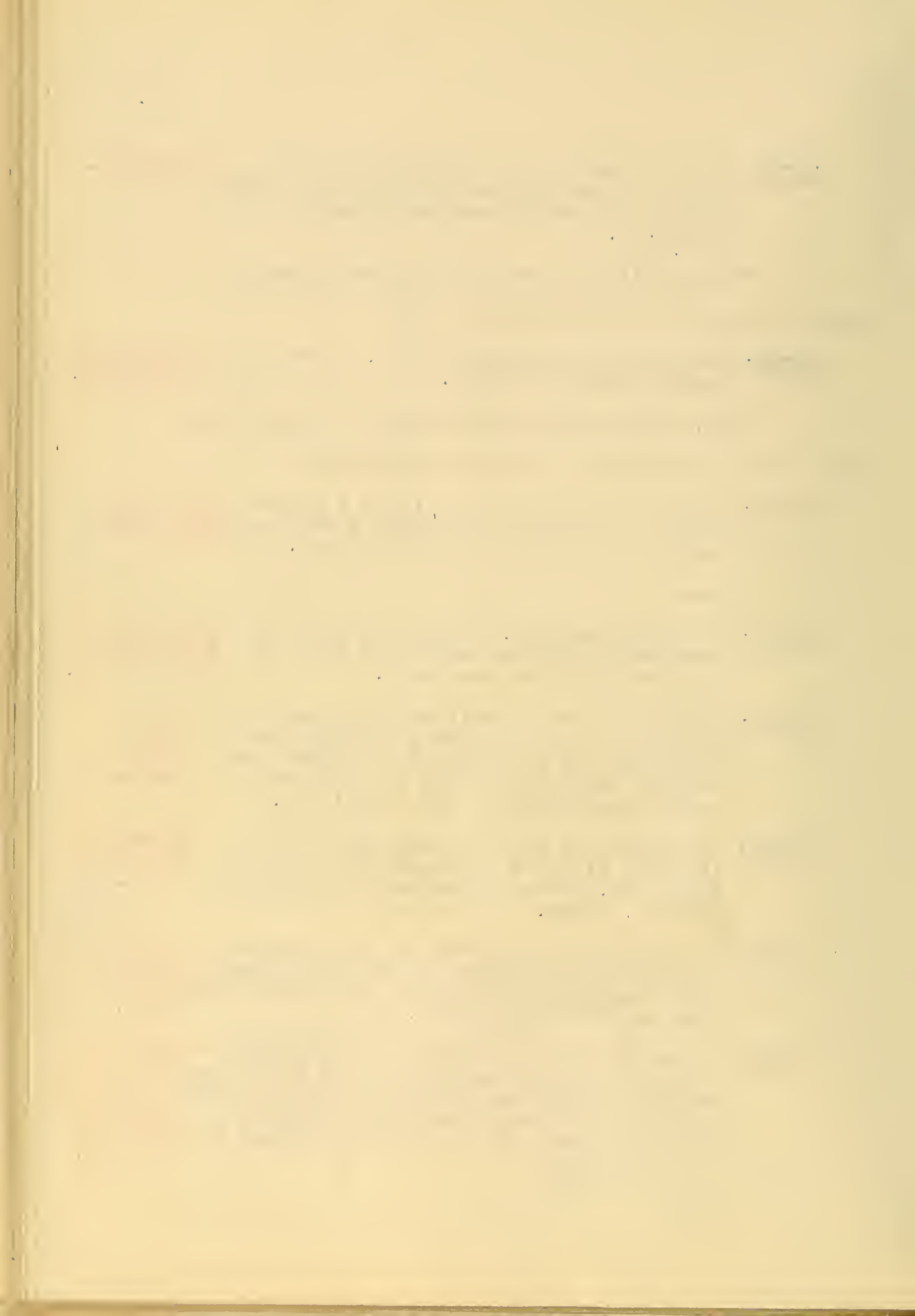
VOTED: To change the type of fence for the Athletic Field to the chain link six-foot fence, No.9 wire. This was on request of Prof. Hicks. Fence for Athletic Field.

VOTED: To approve the building of the Athletic Field fence approximately on the highway line, leaving the electric light poles as they are for the present. Location of fence for Athletic Field.

VOTED: To authorize the Treasurer to ascertain through Attorney Hammond and the Selectmen whether Lincoln Avenue from Plainville Road to the old College line is, or is not, a public highway, and to report findings to this committee. Status of Lincoln Avenue as Public or Private Highway.

It was







VOTED: To leave the matter of allotment of Louisa Baker land to the President. Use of Louisa Baker Land.

It was

VOTED: To approve the utilization of Clark Hill as the site for the 1917 pageant. Clark Hill for 1917 Pageant.

It was

VOTED: To leave the assignment of the Owen and Harlow farms to the President and Prof. Waugh with the understanding that ultimately the east part of the Owen farm is to be reserved for possible building sites. Use of Owen and Harlow Farms.

It was

VOTED: To assign the woodlots north of the President's house and at the Rifle Range to the department of Forestry. Woodlots.

It was

VOTED: To approve Prof. Waugh's plan for grading and roads at the Infirmary. Grading and roads at Infirmary.

It was

VOTED: To refer the question of precise location of Microbiology Building back to Mr. Wm. Wheeler and Mr. Ritchie. Location of Building for Microbiology

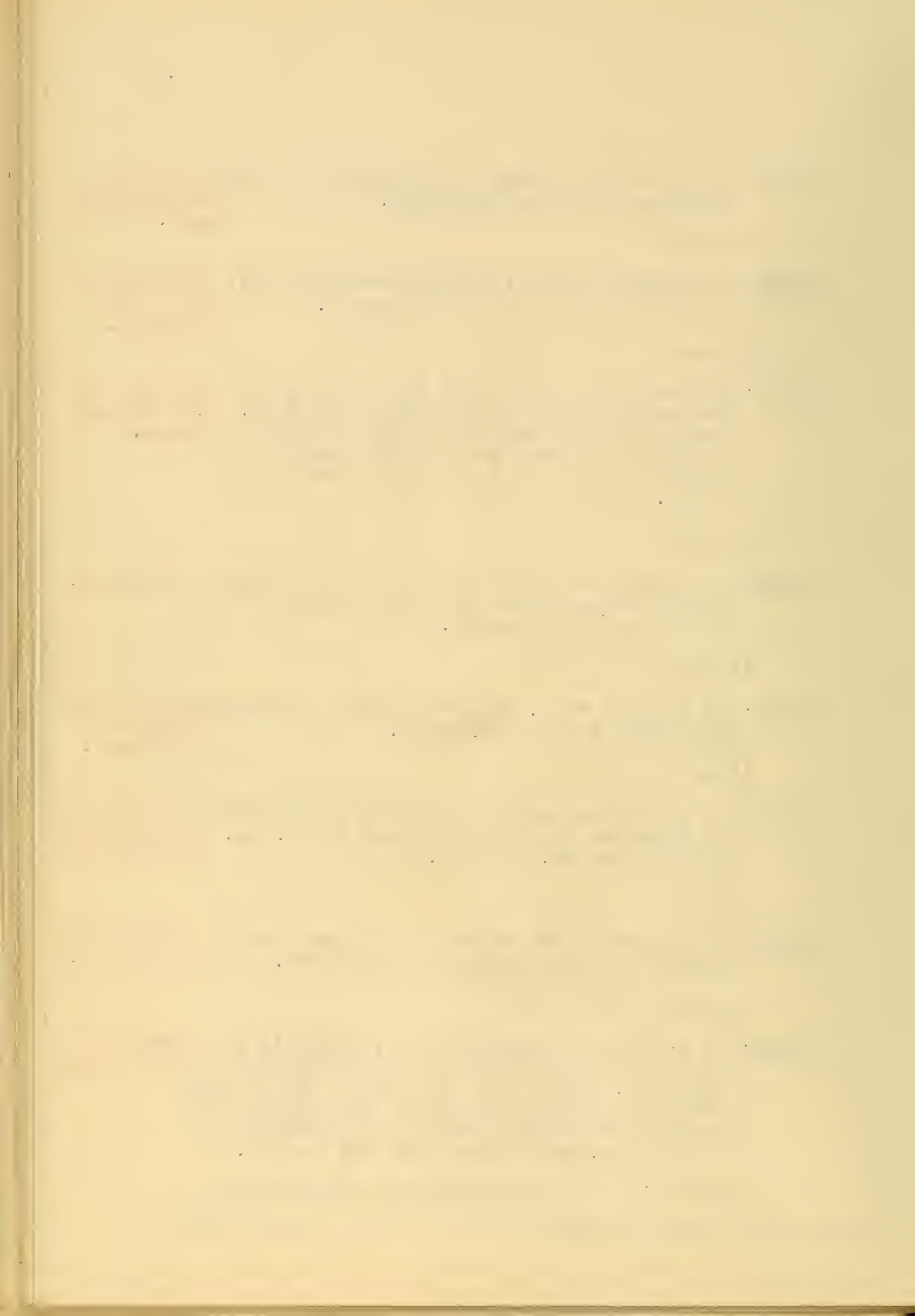
It was

VOTED: To approve Prof. Waugh's plan for a small garden in connection with his house. Garden for Prof. Waugh.

It was

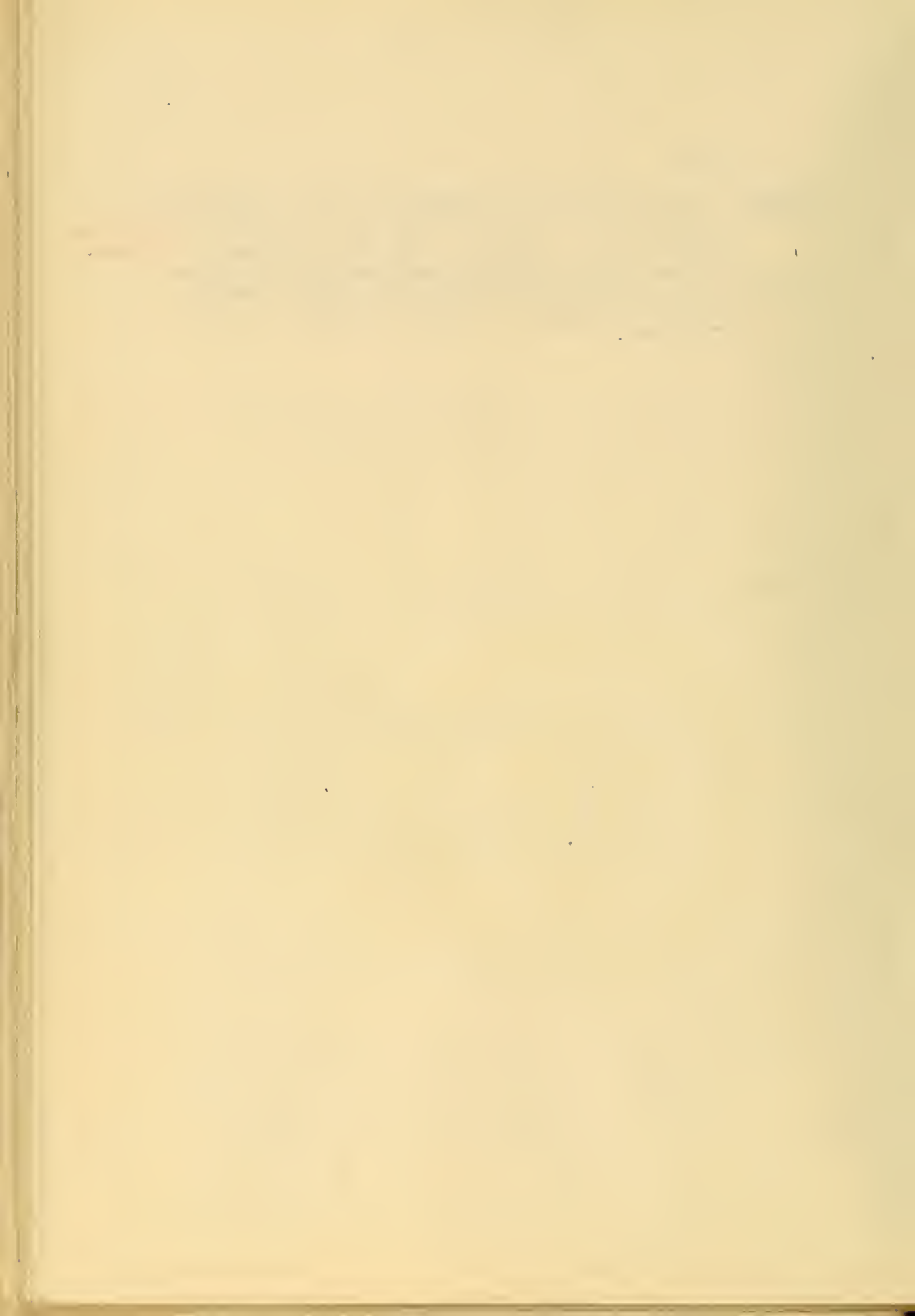
VOTED: To leave the question of Mr. Manning's connection with the College to the President and Prof. Waugh with the understanding that the Committee interpret the present arrangement as one which allows the Trustees to consult Mr. Manning as they may desire. Status of Mr. Manning.

The Treasurer presented propositions from the Amherst Gas Company relative to furnishing electric power and light to the College:



It was

VOTED: To authorize the Treasurer to investigate the question of the possibility of the College maintaining a complete electric lighting system on the grounds, and meeting the wires of the Amherst Gas Company at the entrance to the College, and report findings to the Trustees. Lighting System.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Bellevue Hotel, Boston, Monday, July 12, 1915 at 1 p.m.

PRESENT: Messrs. Gerrett, Wm. Wheeler, President Putterfield of the Committee; also Treasurer Kenney, Dr. Marshall, and Mr. James H. Ritchie.

Mr. Wheeler was elected temporary chairman.

The Treasurer reported the following list of bids for the erection of the laboratory for microbiology:

General Contractors.

Microbiology  
Building:

|                          |           |
|--------------------------|-----------|
| H. Wales Lines,          | \$48,717. |
| Casper Ranger,           | 48,949.   |
| H. L. Hemenway,          | 54,458.   |
| J. W. Bishop,            | 50,627.   |
| Marshall-Rogers,         | 56,735.   |
| F. F. Jonsberg,          | 69,963.   |
| C. E. Currier,           | 49,300.   |
| Cunningham & Sons,       | 46,778.   |
| Whitcomb & Kavanaugh,    | 59,300.   |
| Edward F. Miner,         | 52,263.   |
| Bigelow & Harriman,      | 67,315.   |
| S. F. Hooper,            | 45,998.   |
| A. B. Allen,             | 50,494.   |
| Daniel O'Connell & Sons, | 56,622.   |

Bids.

Plumbing

|                     |        |
|---------------------|--------|
| Thompson & Spear,   | 6,555. |
| Pierce & Cox,       | 7,290. |
| Roberts & Browning, | 9,000. |
| Wm. H. Mitchell,    | 7,935. |
| Wyckoff & Lloyd Co. | 6,575. |

Heating

|                         |        |
|-------------------------|--------|
| Walworth-English-Flett, | 7,287. |
| A. B. Franklin,         | 7,687. |
| Pierce & Cox,           | 7,563. |
| Power Heating & Ven.    | 7,429. |
| McLean & Cousens,       | 6,988. |
| Bradlee & Chatman,      | 6,626. |
| Huey Brothers,          | 7,397. |
| Isaac Coffin,           | 7,183. |
| Milner-Bill             | 7,469. |
| Wyckoff Lloyd Co.       | 7,745. |
| Holyoke V. & H. Co.     | 8,685. |



|                      |            |            |            |
|----------------------|------------|------------|------------|
| Three lowest bids:   | \$59179.00 | \$60341.00 | \$63195.00 |
| Other costs:         | 15838.37   | 15915.33   | 16090.57   |
| Total:               | 75017.37   | 76256.33   | 79285.57   |
| Amount appropriated: | 67500.00   | 67500.00   | 67500.00   |

No action was taken upon these bids.

Dr. Marshall and Mr. Ritchie were requested to confer relative to the possibility of reducing the cost of the building, and the committee voted to meet again in Boston, Wednesday, July 21st.

The Treasurer reported that Prof. Hasbrouck **Land for P.B. Hasbrouck** had asked whether the College would desire to sell the lot on Fearing Street, now a part of the Leonard-Dickinson option. It was

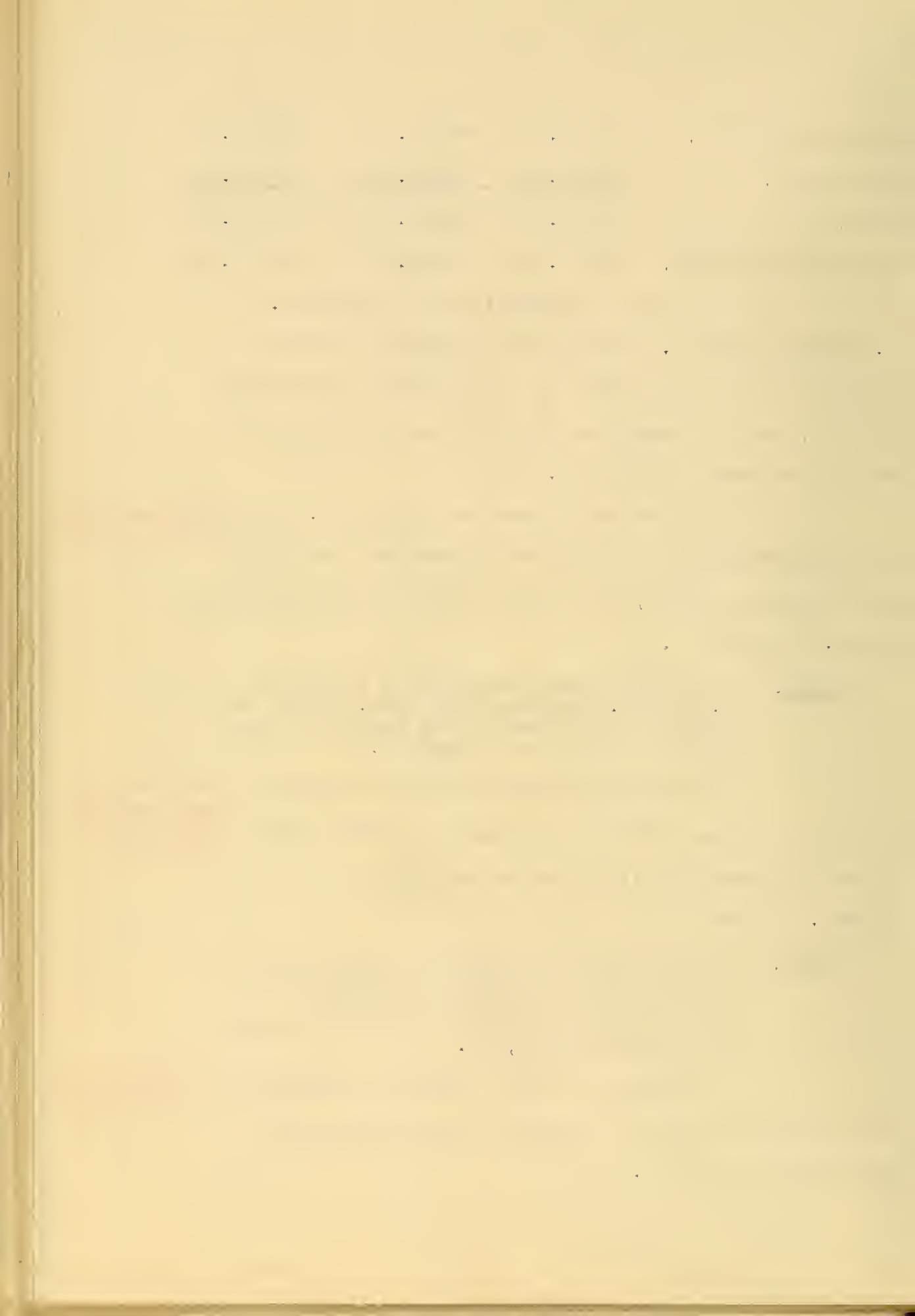
VOTED: To authorize the Treasurer to interview Mr. John D. Dickinson and Prof. Hasbrouck relative to the matter and report to the Committee at its next meeting.

The Treasurer reported a bid from the Hitchings Company for the construction of the glass house in connection with the Agricultural Building, **Erection of Glass houses: Agricultural Building.** \$1,883. It was

VOTED: To authorize the Treasurer to enter into a contract with the Hitchings Company for the erection of the glass house in connection with the Agricultural Building; the price being \$1,883.

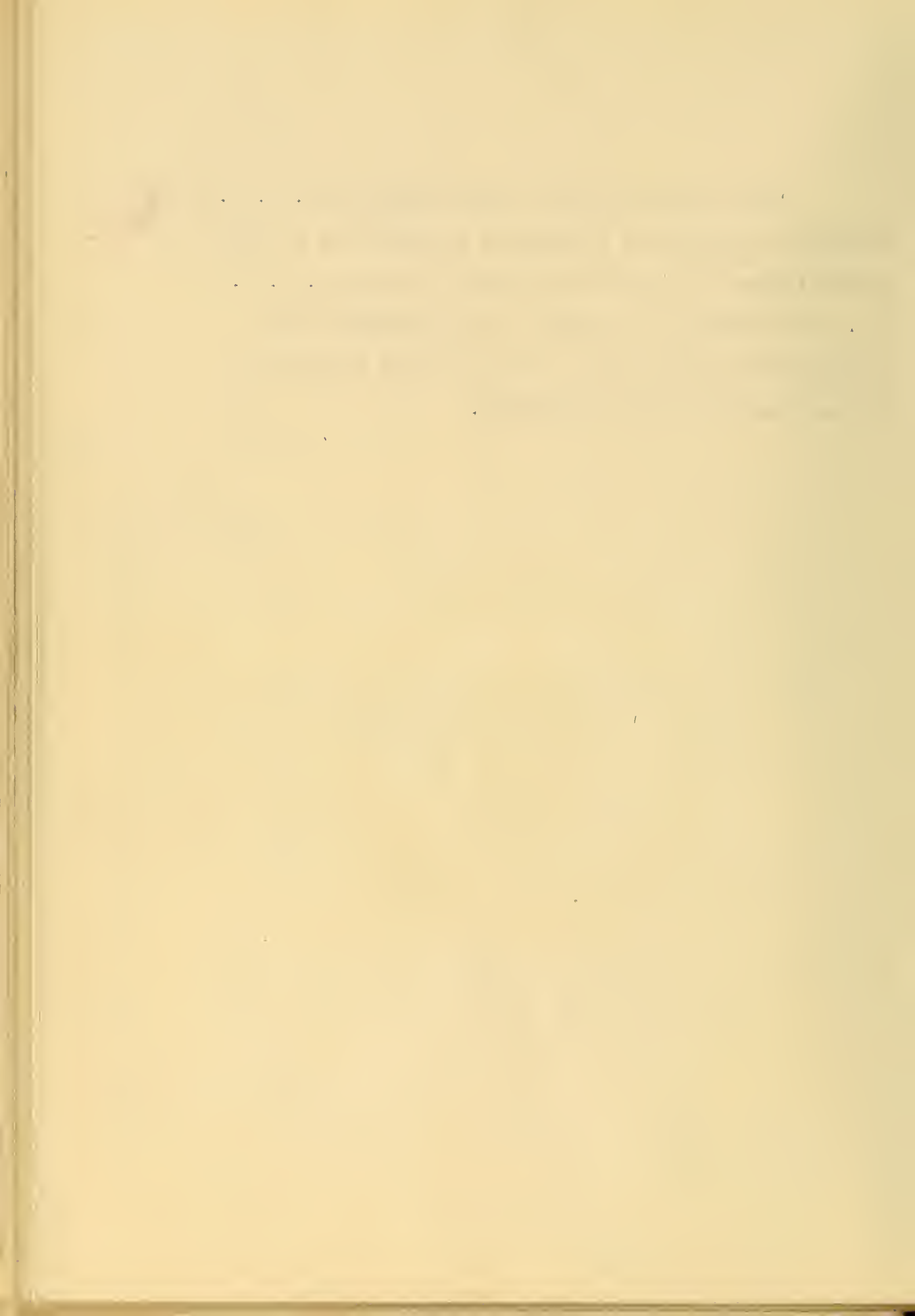
The matter of the interior decoration in **Interior Decorations: Auditorium.** the new auditorium was left with the President and Treasurer with power.





The President read a letter from the Q. T. V. Corporation requesting a definite statement as to the possibilities of the College taking over the Q. T. V. lot. The matter was referred to the President and Treasurer who were asked to report on the subject at the next meeting of the Committee.

Q.T.V.  
Land.



MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Bellevue Hotel, Boston, July 21, 1915, at 12:30 p.m.

PRESENT: Messrs. Ellis, Gerrett, Preston, William  
Wheeler, President Butterfield; also  
Treasurer Kenney, Mr. Ritchie, and Mr. Cole.

Mr. William Wheeler was chosen temporary  
chairman in the absence of Mr. Bowker.

The President and the Treasurer, relative to Decorations  
at Auditorium.  
decorations in the auditorium, reported in favor of  
making no provision for special decorations at this time.

A letter was read from the secretary of the Art  
Commission.  
Art Commission of the Commonwealth calling attention to  
an Act of 1910, describing the duties of the Art Commis-  
sion and the relations of state institutions thereto.

It was

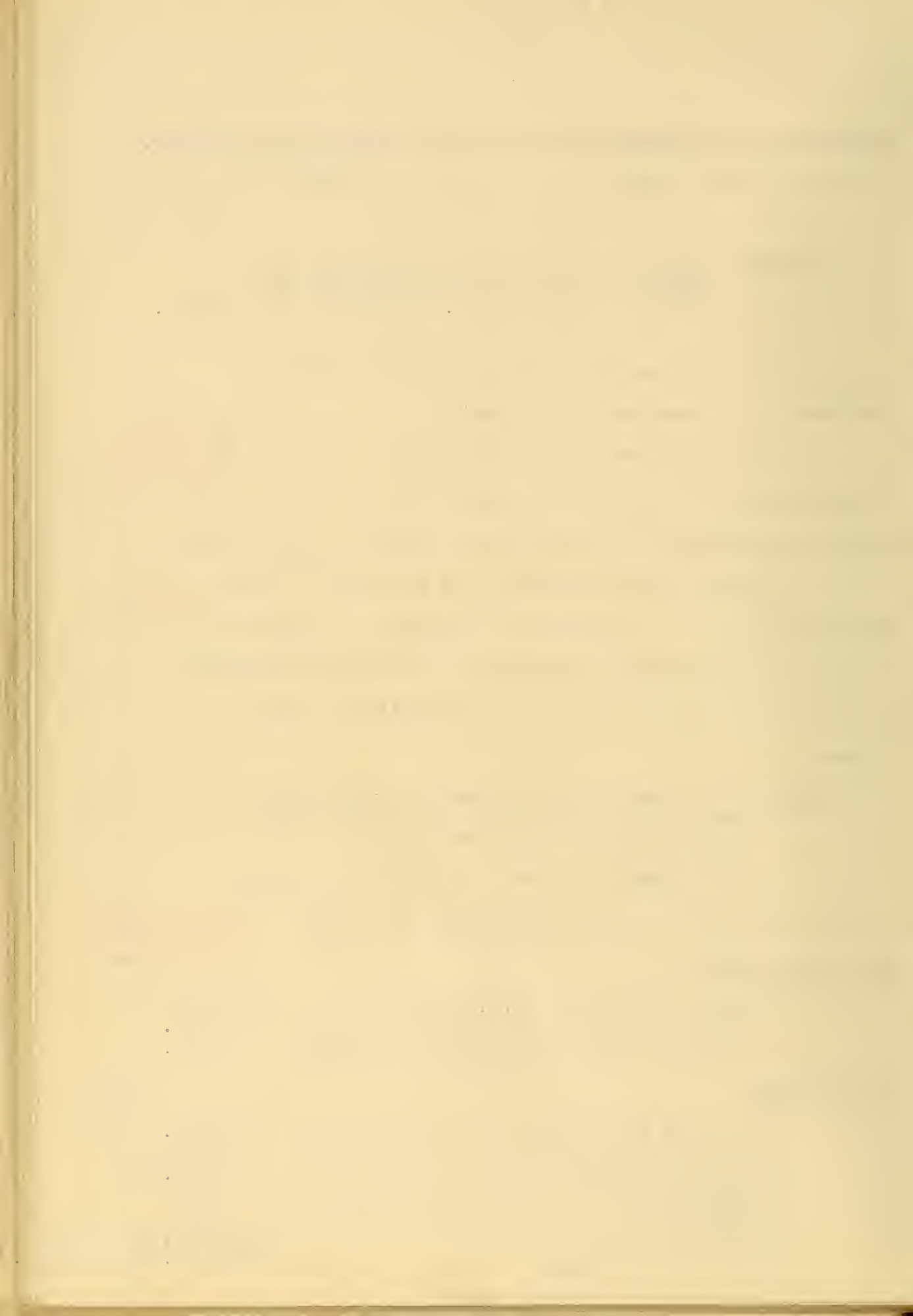
VOTED: to request the President to communicate with  
state authorities with reference to the  
application of this law.

The Treasurer reported as follows concerning  
the revised bids for the microbiology building: Microbiology  
Laboratory:  
The lowest bids: Final Bids.

|                                       |           |
|---------------------------------------|-----------|
| General Contract - S.F. Hooper, - - - | \$43,948. |
| Plumbing, ----- Thompson & Spear, -   | 6,375.    |
| Heating, ----- Bradlee & Chatman, -   | 5,000.    |

Other Costs:

|                           |                   |
|---------------------------|-------------------|
| Building Equipment, ----- | 1,035.            |
| Architect Expenses, ----- | 3,690.71          |
| Exterior Work, -----      | 4,130.91          |
| Inspection, -----         | 500.              |
| Equipment, -----          | 2,000.            |
| Emergency, -----          | 820.38            |
|                           | <hr/> \$67,500.00 |



It was

VOTED: To award the respective contracts to the above mentioned firms.

It was

Microbiology  
Laboratory.

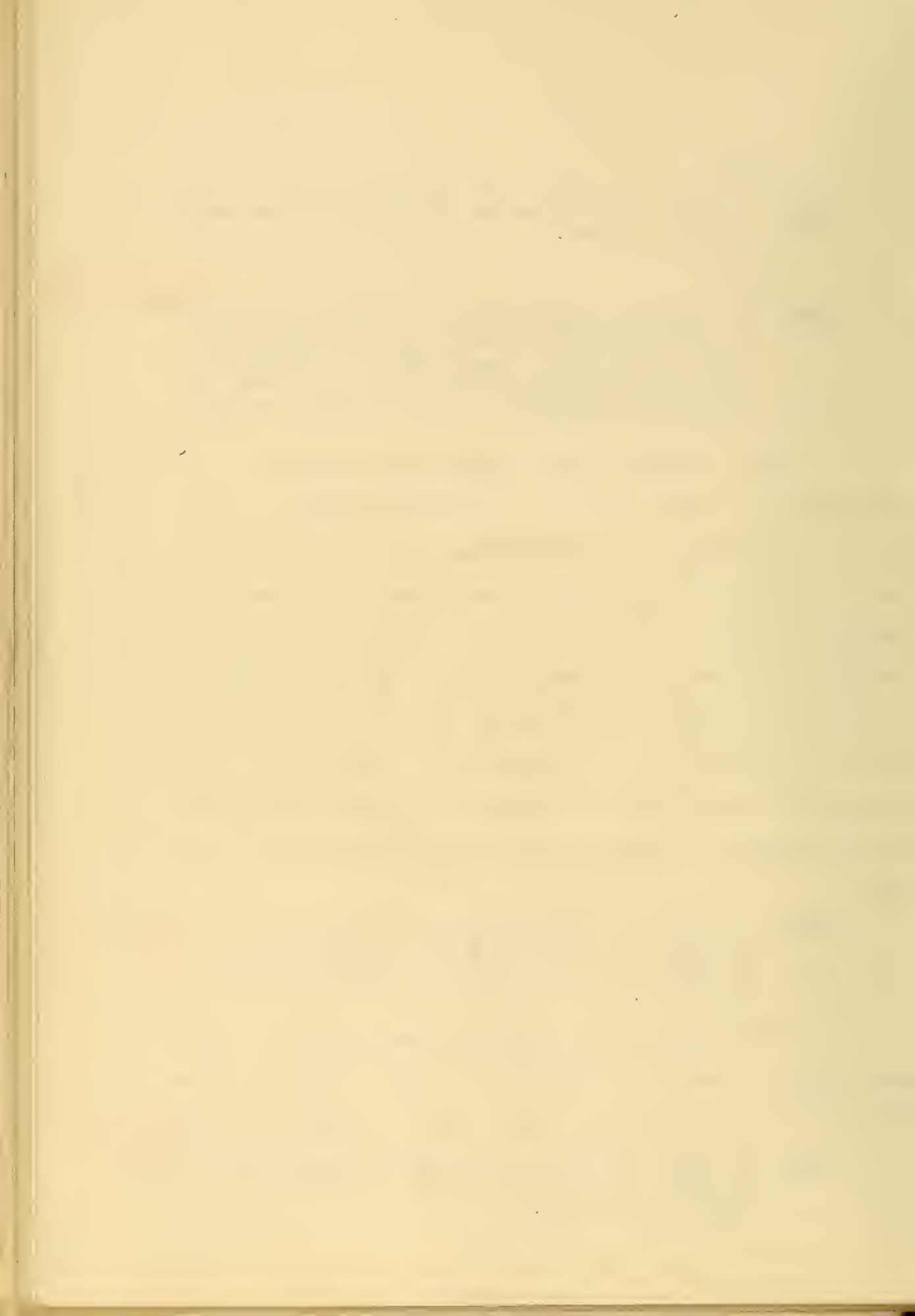
VOTED: To authorize the Treasurer to sign contracts in accordance with the figures in the foregoing report, and also to apportion not to exceed \$2,000. for department equipment, purchase of additional equipment to await further action of this Committee.

The Treasurer made a statement concerning a plan by which it might be possible for the College to lease a lot on Pleasant Street to the Q.T.V. fraternity, and loan the fraternity money from the Sessions Fund. The plan embodied the right of the College to purchase the Q.T.V. lot on Lincoln Avenue within ten years and the fraternity to purchase the Pleasant Street lot. The Treasurer reported that Attorney John C. Hammond of Northampton had stated that there was no legal reason why an arrangement of this sort might not be consummated. It was

VOTED: To authorize the President and the Treasurer to negotiate with the Q.T.V. Corporation on the basis of the memorandum presented by the Treasurer. Q.T.V.  
Land.

The Treasurer presented a request from the town authorities of Amherst relative to a right of way for sewer on college land just west of East Pleasant Street. It was Right of  
Way for  
Sewer.

VOTED: To grant the request, provided the precise location be acceptable to Mr. William Wheeler and the Treasurer.



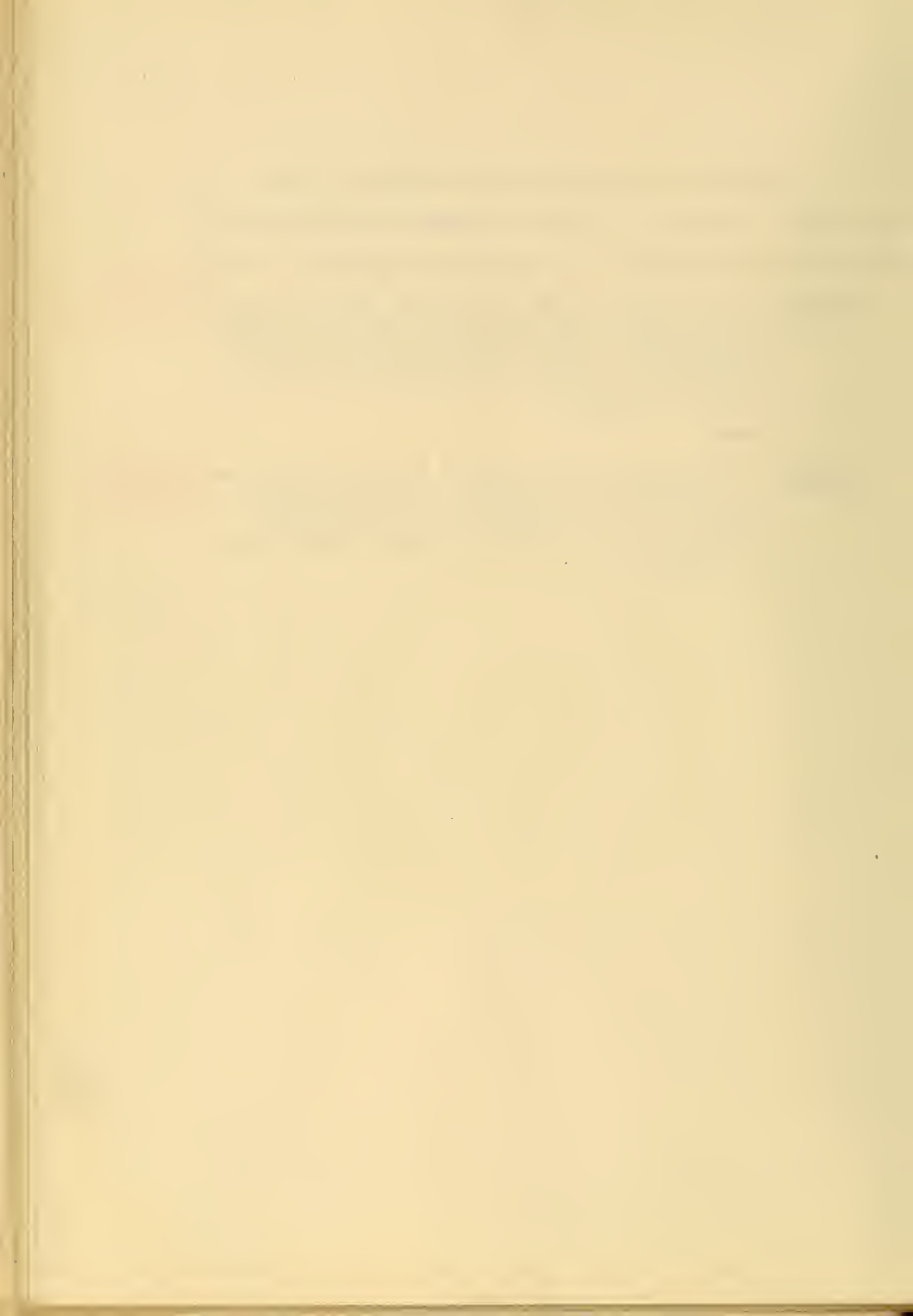


The Treasurer presented an outline of some suggestions relative to a uniform method of dealing with the question of Saturday half holiday for laborers. It was

VOTED: To authorize the President and the Treasurer to deal with this matter for the present as they see fit, and to present a memorandum recommending further procedure at the next Trustee meeting. Saturday, Half-holiday

It was

VOTED: To authorize the President and the Treasurer to make such arrangements in regard to an option by Prof. Hasbrouck on the Leonard-Dickinson lot on Fearing Street as may seem to them best. Land for Professor Hasbrouck.



MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, October 15, 1915, at 5:00 p.m.

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PRESENT: Messrs Bowker, Gerrett, Preston, William Wheeler, and President Butterfield; also Treasurer Kenney.

The President and Treasurer, to whom had been referred the matter for investigation, reported an informal understanding with Professor P.B. Hasbrouck relative to his ultimate purchase of that portion of the Leonard-Dickinson land which borders on Fearing Street, the size of the lot being about 30,000 square feet, the purchase price to be about \$1500., the college to reserve a right-of-way 15 feet wide on the east side of this lot.

Land  
for  
P.B.  
Hasbrouck

It was

VOTED: To accept the above report, and to approve the general proposition as submitted.

The President and Treasurer, to whom had been referred the matter for investigation, reported that the Assistant Attorney-General had expressed an opinion orally that the college is not justified in using its funds appropriated for maintenance, for the purchase of land, improvements, or new equipment.

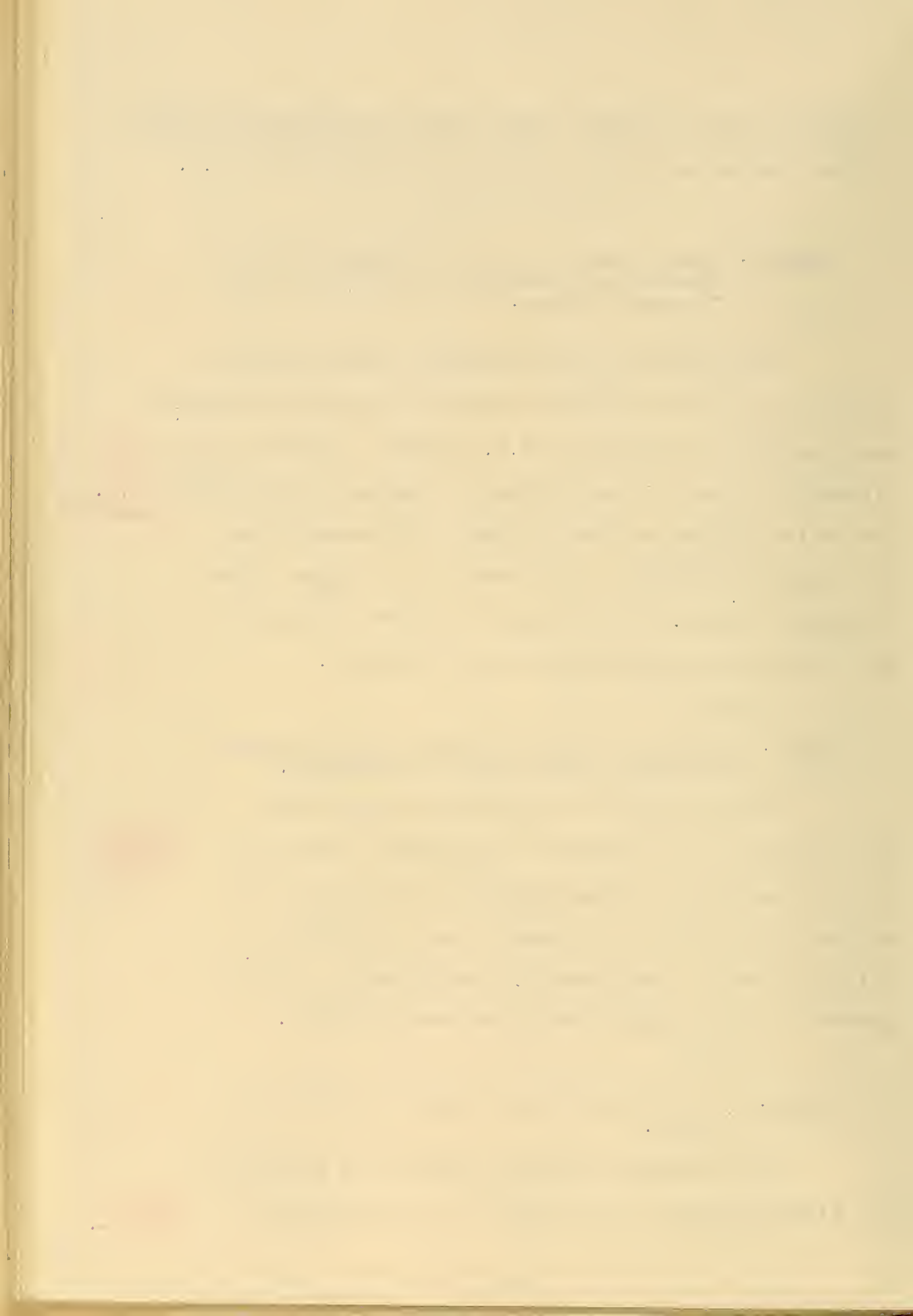
Use of  
Current  
Funds.

It was

VOTED: To accept the above report, and place it on file.

The Treasurer reported that in the opinion of the Attorney-General the college is not justified in

Land  
Leases.



leasing land on which alumni corporations may erect dormitories to be rented to students.

The Treasurer reported on the project of installing a complete electric lighting system at the college. Further, that the Amherst Gas Company had proposed to furnish electric power to the college at the rate of five cents per K.W.

Electric  
Lighting  
System.

It was

VOTED: That this Committee does not deem it advisable to accept the proposal of the Amherst Gas Company to supply electric power to the College at the rate of five cents per K.W.

The Treasurer, to whom had been referred the matter for investigation, made the following report relative to Lincoln Avenue:

Status of  
Lincoln  
Avenue.

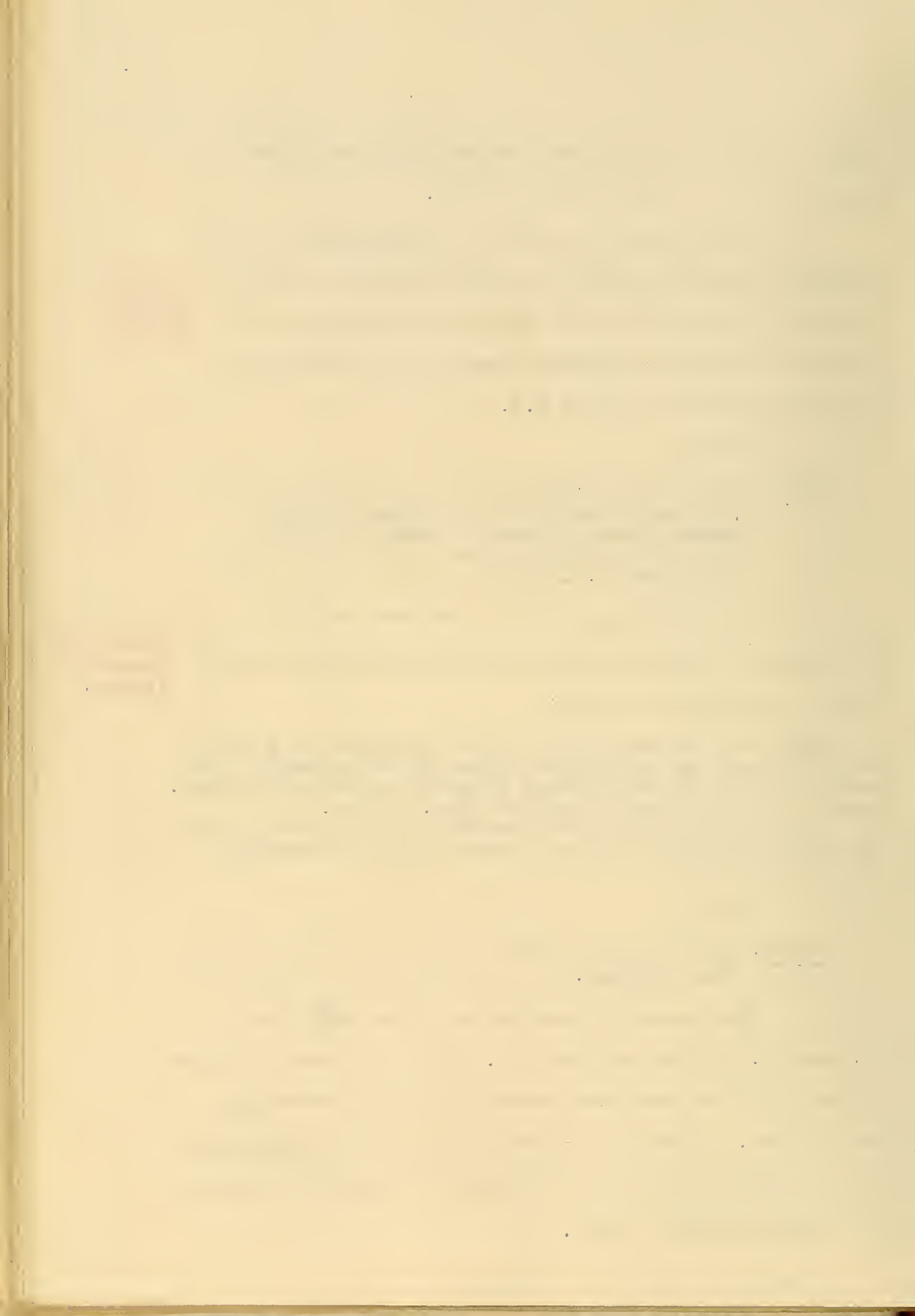
The road has been laid out and accepted at a width of fifty feet, up to the line which formerly marked the south boundary of the college property on Lincoln Avenue. (See records of Town of Amherst, Mar. 4, 1889.)

The Treasurer further reported that the fence around the athletic field had been located in accordance with the above findings.

It was

VOTED: To accept the above report, and to place the same on file.

The Treasurer reported on bills submitted by Mr. James H. Ritchie and Edwin Q. Cole on account of plans prepared for the complete laboratory for Microbiology and Physics. Later in the evening Mr. Ritchie appeared before the Committee, and explained the details involved in submitting these bills.



On motion of Mr. William Wheeler, it was **Bills of  
Ritchie and  
Cole.**

VOTED: To ask the Treasurer to review the facts presented in connection with the presentation of the above mentioned bills, and that in light of further facts that may be revealed, the President be authorized to settle on the amount to be paid the architect and engineer.

Professor Waugh appeared before the Committee, and made a report relative to the conferences with Mr. Daniel Chester French, concerning the preparation of a suitable statue to be presented at the time of the celebration of the Fiftieth Anniversary in June, 1917.

It was

VOTED: To accept with gratitude the work of the Faculty Committee in connection with the acquisition of a suitable statue, and to authorize the Committee to take such steps as it deems advisable to secure sufficient funds to carry out the plan proposed by Mr. French. **Statue,  
1917  
Celebration.**

It was

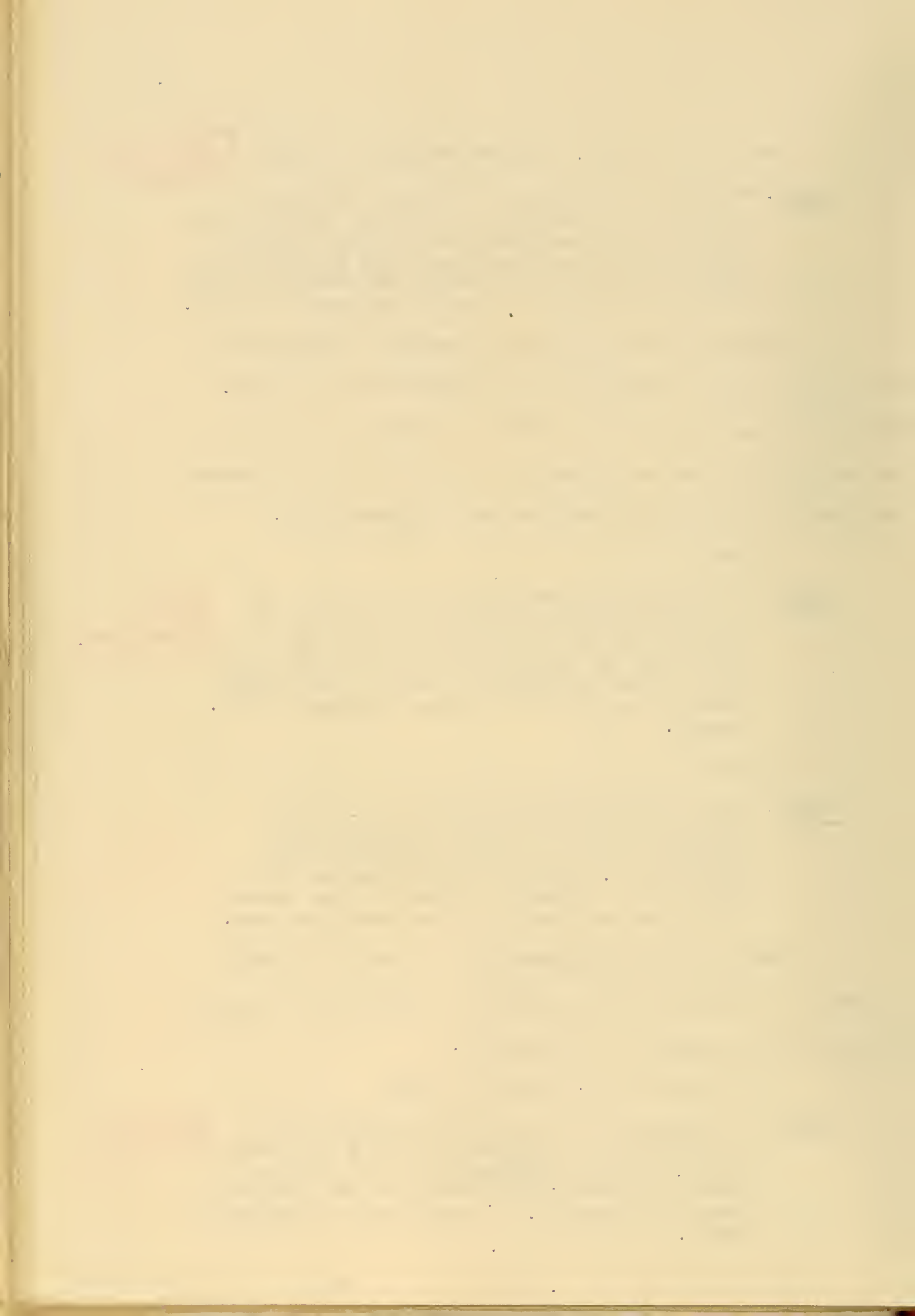
VOTED: That the President convey to Mr. Daniel Chester French the appreciation of the Trustees for the generous consideration given by Mr. French to the question of supplying a suitable statue for the campus of the Massachusetts Agricultural College.

Professor Waugh presented studies of Library sites; also studies dealing with the location of various other buildings soon to be required.

On motion of Mr. Wheeler it was

VOTED: To recommend to the Trustees that the location of the proposed Library Building be on the site immediately north of the so-called Hasbrouck House, and in accordance with Plan No. 1. submitted by Professor Waugh. **Library  
Location.**





On motion of Mr. Gerrett it was

VOTED: To rescind the vote of this Committee of May 3, 1915, whereby authorization was given for a competition among architects, in the design of the proposed Library Building, and to recommend to the Trustees the employment of Mr. James H. Ritchie as architect for the proposed Library Building. Architect for Library.

The President and Treasurer, to whom the matter had been referred, made a report of progress relative to the negotiations with the Q.T.V. Corporation relative to the acquisition of land on Lincoln Avenue.

It was

VOTED: To authorize the President and Treasurer to continue negotiations with the Q.T.V. Corporation relative to the acquisition of land on Lincoln Avenue, and to endorse the plan for acquiring the same as already proposed by the President. Q. T. V. Land.

It was

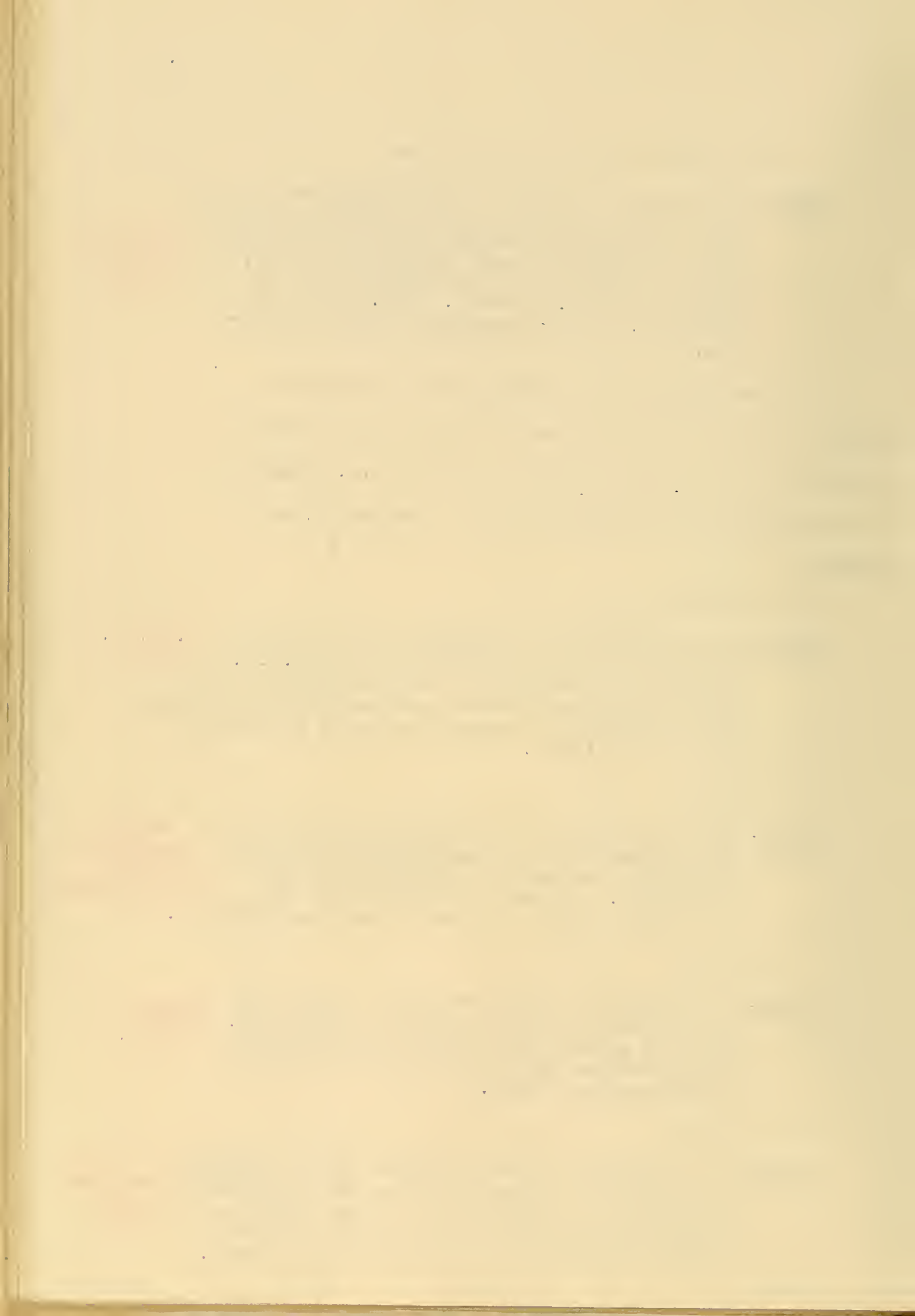
VOTED: To recommend to the Trustees that a bill be introduced into the Legislature of 1916, requesting an annual appropriation of \$200,000. per year for five years for buildings, land, equipment, and improvements. Annual Appropriation for Improvements.

It was

VOTED: To recommend to the Trustees that a bill requesting the appropriation of \$30,000. for the acquisition of the Graves Forest be introduced as a separate bill in the Legislature of 1916. Graves Forest.

It was

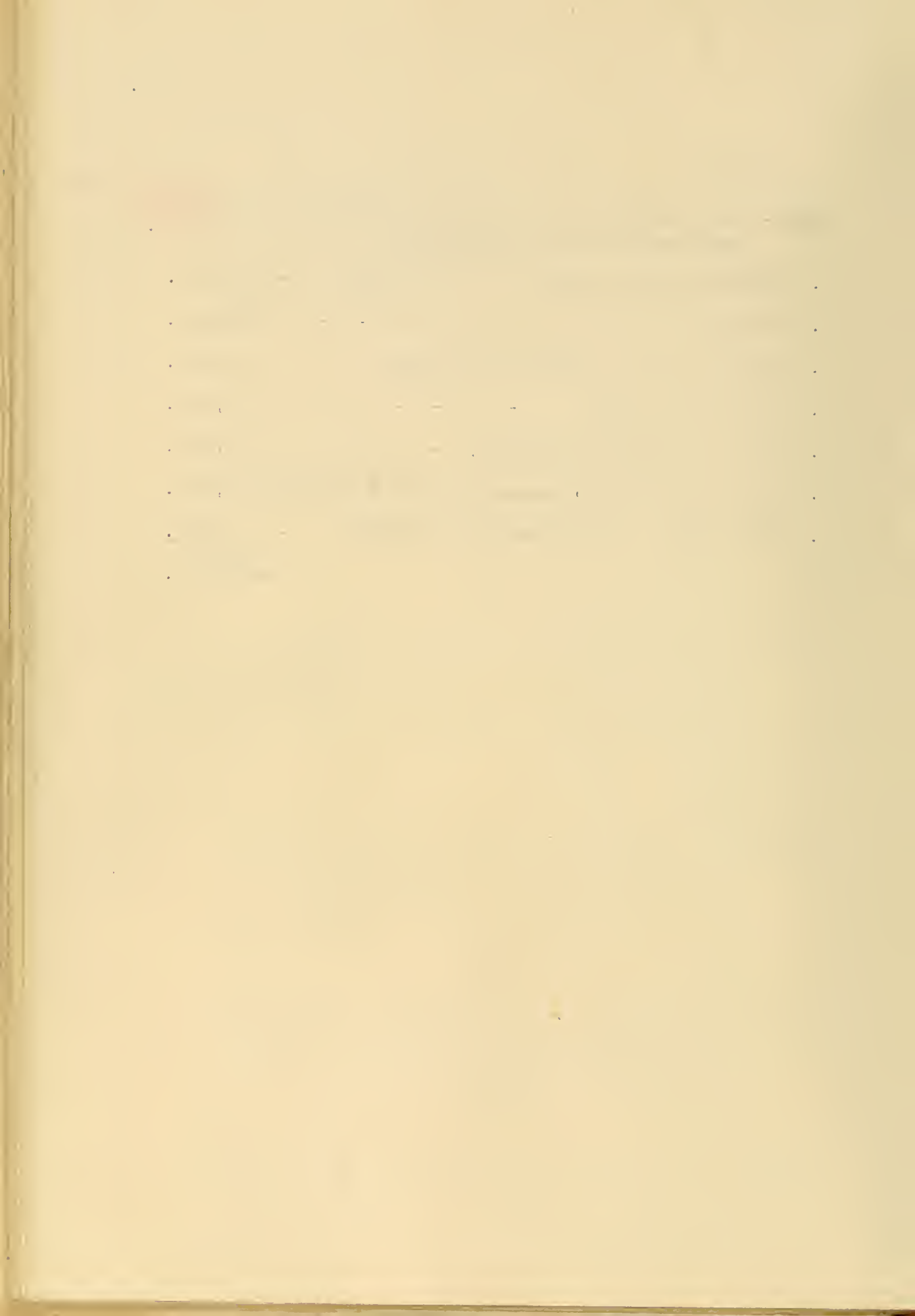
VOTED: To recommend to the Trustees that a special enabling act be secured from the forthcoming Legislature, whereby the college would be authorized to use funds appropriated for current expenses for the purchase of land. Purchase of Land.



It was

VOTED: To recommend to the Trustees the following Legislative Budget, 1916.  
Legislative budget for 1916:

1. Complete power plant, - - - - - \$ 25,000.
  2. Library, - - - - - 250,000.
  3. Complete rural engineering shops, - - - 12,000.
  4. Student dormitory, - - - - - 40,000.
  5. Remodel Stockbridge house, - - - - - 14,000.
  6. Miscellaneous Improvements & New Equipment, 75,000.
  7. Extra Labor, - Saturday Half-Holiday, - 5,000.
- \$421,000.



MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, December 6, 1915, at 4:30 p.m.

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PRESENT: Messrs. Bowker, Ellis, Gerrett, Preston, William Wheeler, and President Butterfield; Treasurer Kenney was also present.

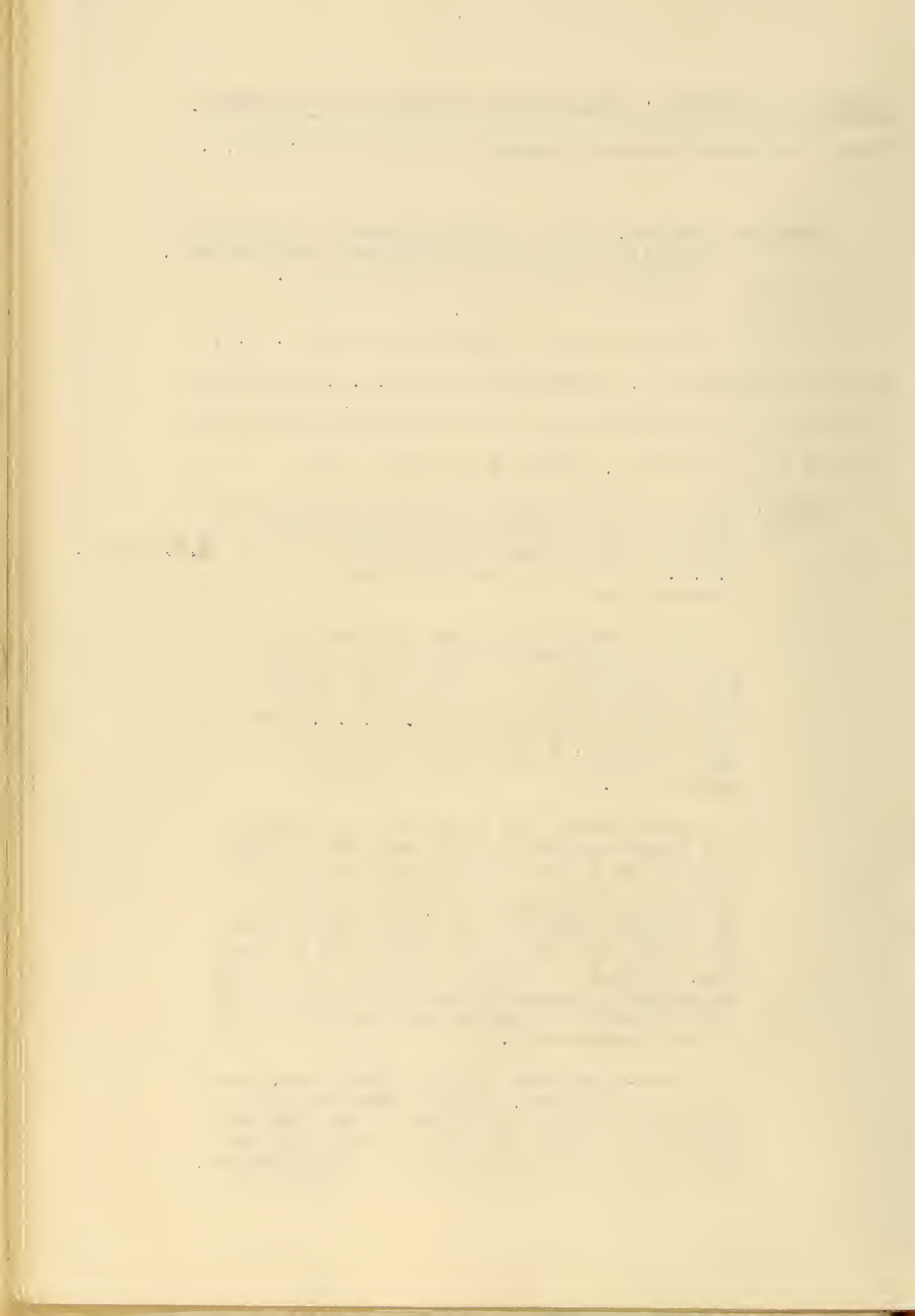
Mr. Clinton King of Springfield and Mr. A.J. Morse of Northampton, representing the Q.T.V. Fraternity, presented the situation relative to the fraternity land desired by the College. After discussion it was

VOTED: That the Committee on Buildings and Grounds hereto duly authorized by the Trustees, offers to the Amherst Corporation of the **Q.T.V. LAND.** Q.T.V. Fraternity the following proposition:

To exchange the parcel of land lying between Lincoln Avenue and the Plainfield Road and south of the old Kappa Sigma Fraternity lot, for a parcel of land of equal area belonging to the Q.T.V. Corporation, lying immediately south of the College estate at the Veterinary Laboratory.

And further, the Trustees will purchase the remaining portion of the land belonging to the Fraternity Corporation at such price as shall be determined by three disinterested appraisers, one appointed by the Corporation, one appointed by the Trustees, and the third appointed by these two, on such terms and at such time as may be mutually agreed by the Trustees and the said Corporation, or as may be authorized by the Legislature.

A sub-committee of this committee, consisting of Messrs. Bowker, Wheeler and Butterfield, was empowered to act for the committee of the Trustees in carrying out the above vote and negotiations thereunder.





Mr. Ritchie and Mr. Green presented a project of the tentative plans for the proposed new library building. It was

VOTED: To authorize the architect to complete working plans and specifications for the library, on the basis of the project and tentative plans submitted. **LIBRARY PLANS.**

Preliminary plans for additions to the power plant and to the rural engineering shops were presented by Mr. Ritchie. Further action on these matters was postponed to the next meeting. **Plans for Power Plant and Rural Engineering Shops.**

It was

VOTED: To invite Mr. C.A. Tinker to bring before the Committee, at its next meeting, his plans for dormitories at M.A.C. **Dormitory Plans.**

It was

VOTED: To request Mr. Gerrett, the Treasurer, and the President to consider items in the list of projects for improvements and equipment submitted by departments, and to report the recommendations to the full Committee. **Equipment and Improvements.**

It was

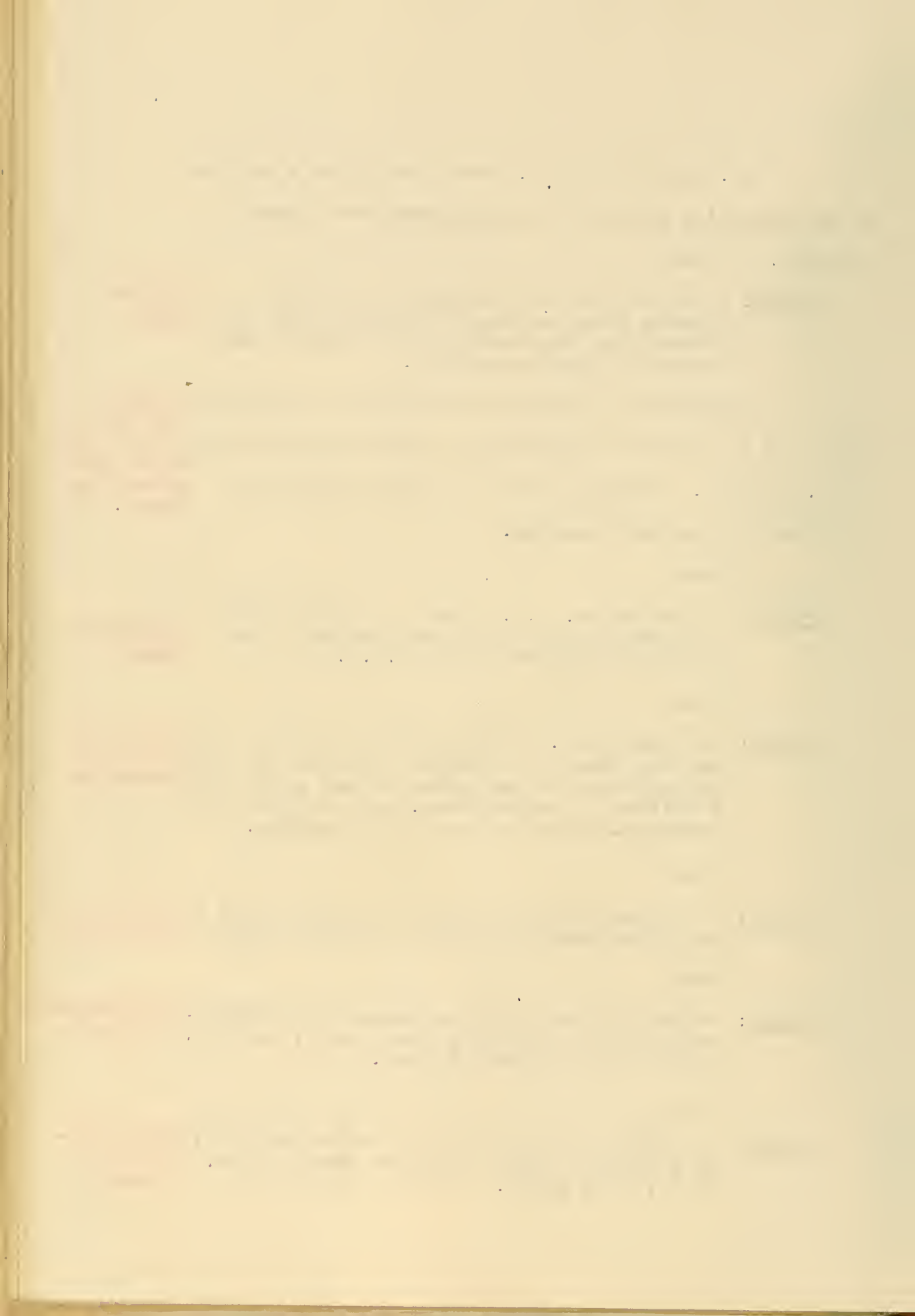
VOTED: To request the architect to submit plans for new buildings to the State Art Commission. **Art Commission**

It was

VOTED: To approve the bills as drawn for "Improvements 1916", the "five-year plan", and for acquiring the Graves Forest. **Legislative Bills.**

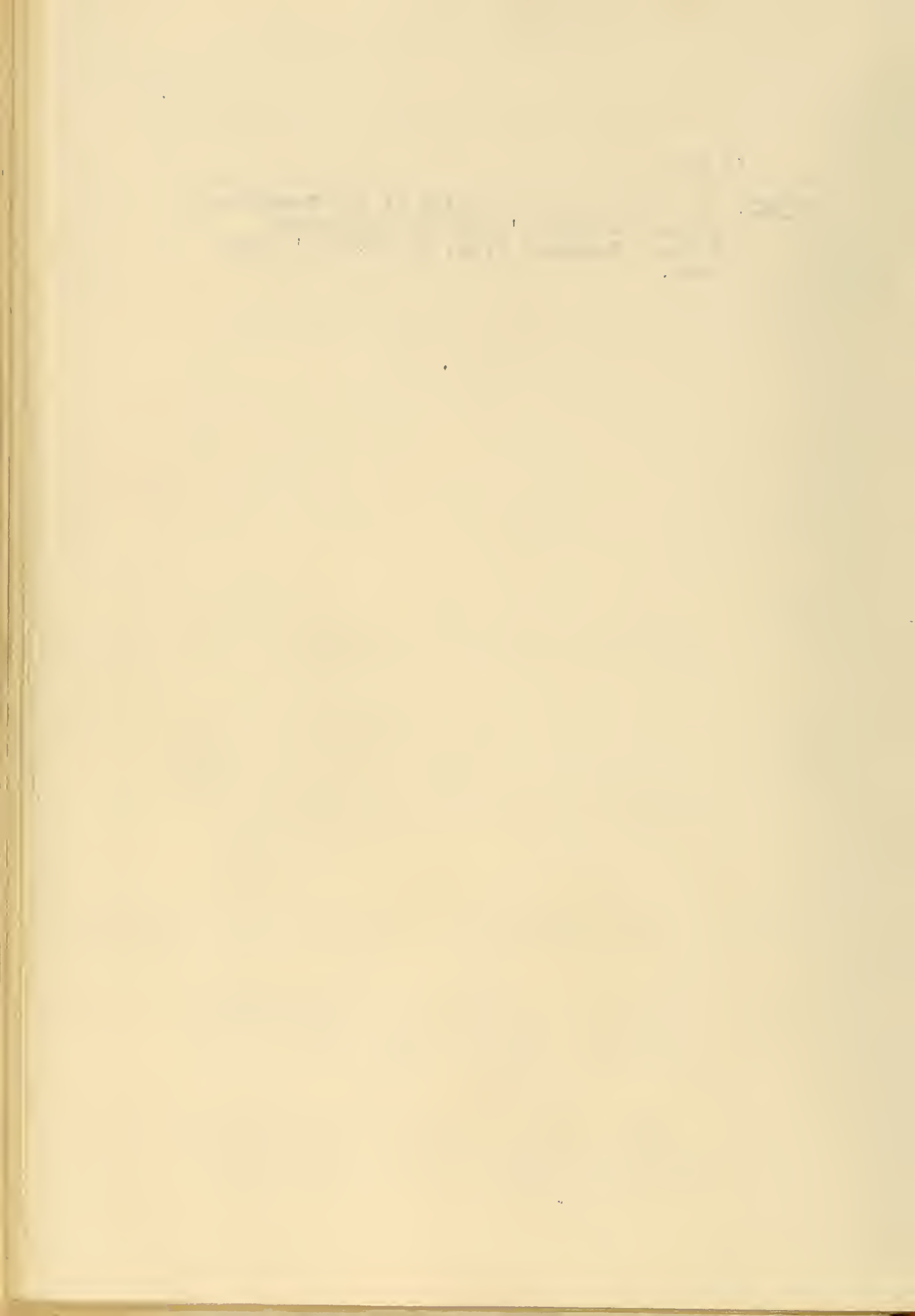
It was

VOTED: To refer the question of introducing a bill to provide a state insurance fund, to Mr. Ellis, with power. **State Insurance Fund.**



It was

VOTED: To hold the next meeting of the Committee  
at the President's Office in Amherst  
Friday, December 17th, at 12:00 o'clock  
noon.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND  
GROUNDS.

Office of the President of the College, Amherst, Dec. 17, 1915,  
at 12 M.

---

PRESENT: Messrs. Bowker, Ellis, Gerrett, William  
Wheeler, President Butterfield; also  
Trustee Hosmer, Treasurer Kenney, and  
Architect Ritchie.

Mr. T. J. Hammond of Northampton, was intro-  
duced by Mr. Hosmer who had requested an opportunity  
to present a statement concerning the claims of certain  
sub-contractors for Stockbridge Hall. The matter was  
discussed at some length, and it was then

VOTED: To request Mr. Wheeler, Mr. Bowker, and  
the Treasurer to serve as a sub-committee  
for the purpose of consulting with the  
Attorney-General, and such other parties  
as might be necessary, with reference to  
the best course for the Trustees to pursue  
in the matter of the claims of sub-  
contractors on Stockbridge Hall.

Stockbridge  
Hall.  
Sub-  
Contractors.

The Committee inspected the Rural Engineer-  
ing Shops and the Power Plant, and after again con-  
vening it was

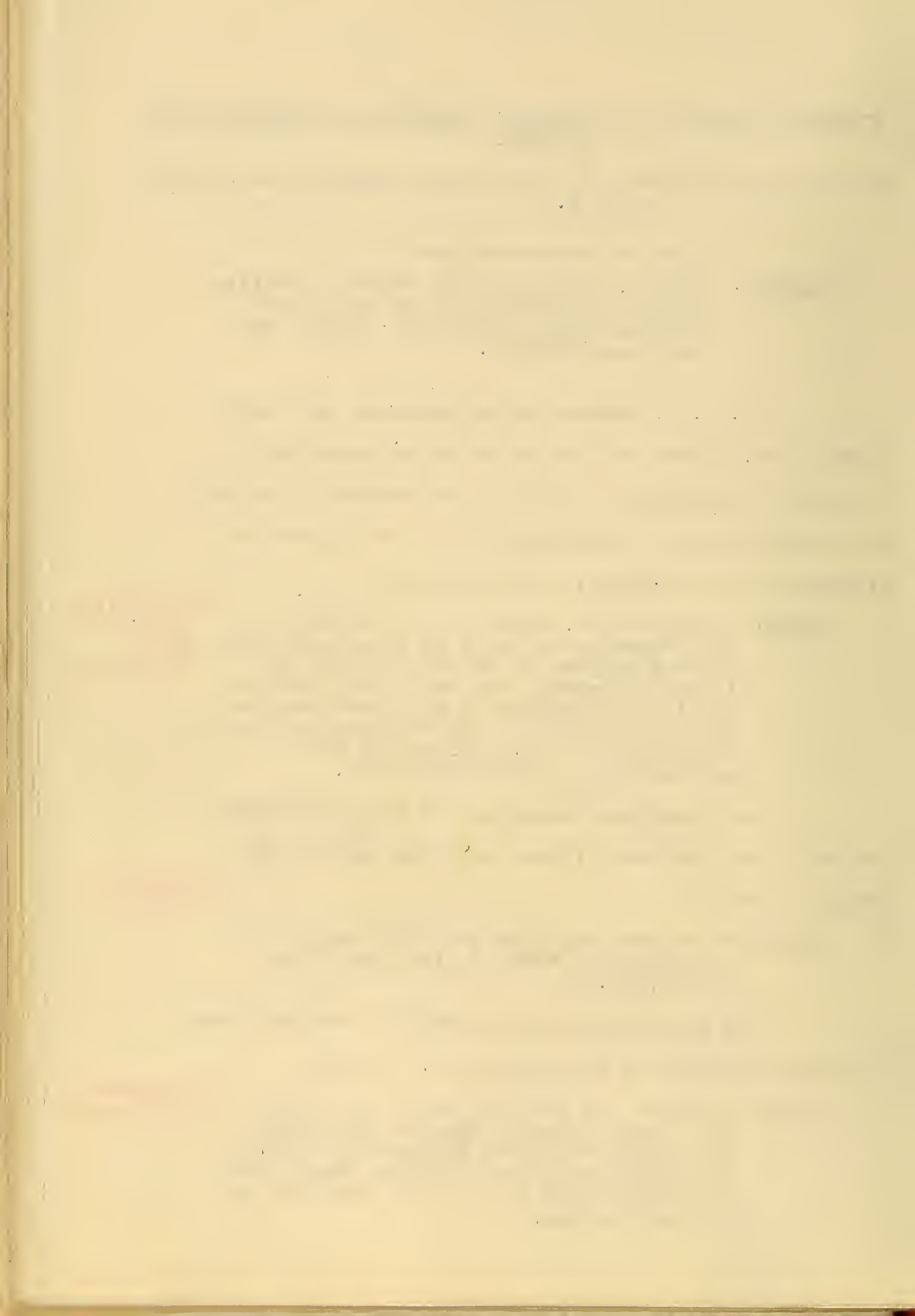
Engineering  
Shops.

VOTED: To approve the plan and the figures for  
enlarging the Rural Engineering Shops  
at \$12,000.

The Sub-Committee appointed to consider items  
of improvement made a partial report. It was

VOTED: To leave the decision as to the items  
which shall finally compose the budget  
for Improvements and Equipment to this  
sub-committee, unless special items are  
otherwise voted by the full committee or  
by the Trustees.

Equipment &  
Improvements



It was

VOTED: To approve the items in Improvement for the Coal Pocket at the Power Plant at a cost of \$4,500. Also the plans and estimates for the improvements and for the additions to the Power Plant aggregating \$35,000.; and that the Treasurer obtain further data as to possible modification of the plan for the chimney.

Improvements  
at Power  
Plant.

It was

VOTED: To authorize the Treasurer to pay the Town of Amherst \$1,166.66 as the share of the College in the cost of an automobile fire truck for the town.

Auto Fire  
Truck

A memorandum was presented from Librarian Green raising the question as to the need of expert service in connection with plans for the Library Building in respect to heat, light and ventilation.

It was

VOTED: To request Mr. Ritchie to secure such expert advice as may be needed in the matter of heat, light and ventilation in the Library Building, subject to the restriction that this procedure shall not entail an expense beyond that which has been customary heretofore in planning the college buildings.

Library

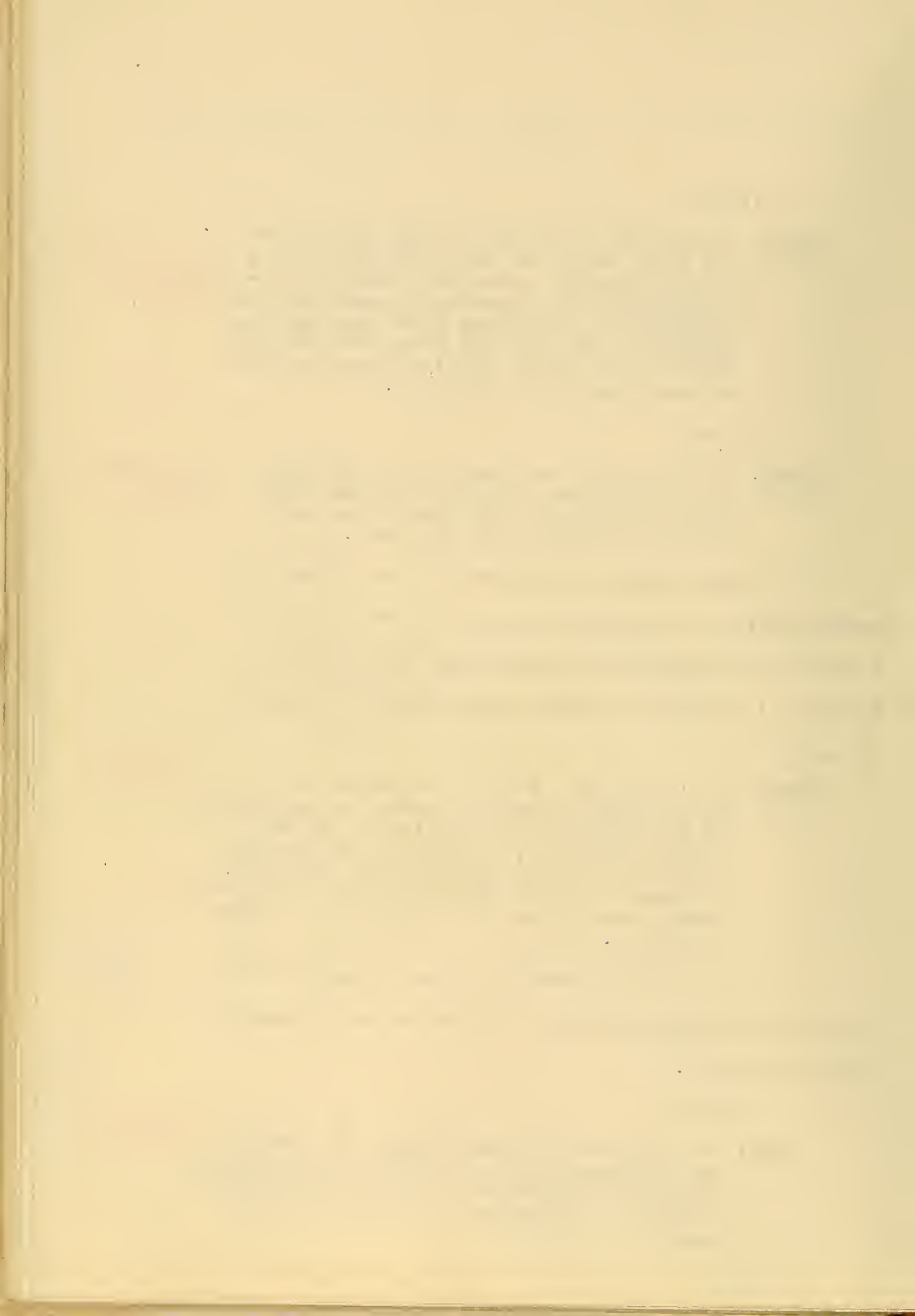
The President read a letter of appreciation from Daniel Chester French relative to the proposed memorial statue.

It was

VOTED: To authorize Professor Waugh to present to the Committee, at his early convenience, a project for the treatment of the ground which it is proposed to utilize for the pageant of 1917.

Pageant  
Grounds:





It was

VOTED: To introduce into the Legislature an act enabling the Trustees to expend \$20,000. out of the five-year appropriation, for the purchase of land, the drafted bill being subject to the approval of the Auditor and the Attorney-General.

Land

President Butterfield presented correspondence with the Q. T. V. Corporation. The sub-committee was requested to negotiate further with the corporation.

Q.T.V.  
Land.

Mr. C. A. Tinker presented on behalf of the class of 1903 plans for the Robertson Memorial Gate. It was

Memorial  
Gate.

VOTED: To enter an item of \$1,875. for grading the area around the proposed memorial gate in the list of Improvements, and also an item for a ticket office. Mr. Ritchie was requested to furnish a study with estimate of cost for the latter.

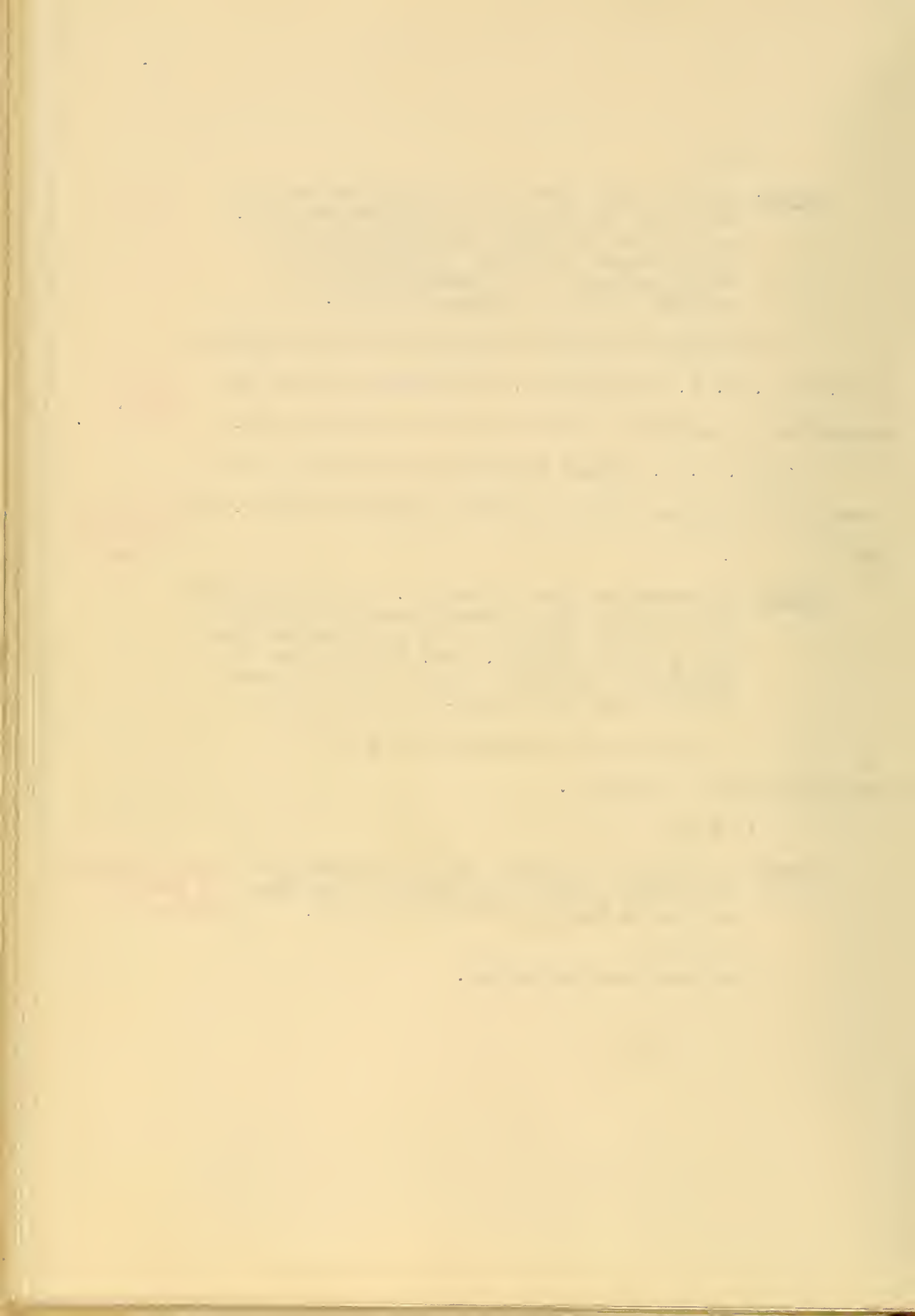
Mr. Tinker also presented his plan for a proposed alumni dormitory.

It was

VOTED: To refer the matter of improvements in the dairy room at the barn to the Committee on Farm for their decision.

Improvements  
at Dairy  
Room.

The Committee adjourned.



1916-17-18-19-20-21

COMMITTEE ON  
BUILDINGS AND GROUNDS

R. J. W.



58-7

MINUTES OF THE SPECIAL COMMITTEE OF THE TRUSTEES  
TO CONSIDER PROJECTS FOR EQUIPMENT AND IMPROVEMENTS.

President's Office, May 21, 1915, at 1:45 p.m.

---

PRESENT: Messrs. Bowker, Bowditch, Frost, Preston,  
President Butterfield, Treasurer Kenney.

The Committee considered various projects submitted by heads of departments for new equipment and improvements for the current fiscal year, and the following apportionments in these classifications were made:

---

| No. | Department.              | Purpose.                        | Apportionment |
|-----|--------------------------|---------------------------------|---------------|
| 1   | President's Office,      | File for Schedule Committee,    | \$ 16.        |
| 3   | Operating & Maintenance, | For power plant,                | 350.          |
| 4   | Operating & Maintenance, | Carpentry and masonry,          | 325.          |
| 5   | Treasurer's Office,      | Office equipment,               | 50.           |
| 8   | Library,                 | Scientific periodicals,         | 300.          |
| 12  | Farm,                    | Harness,                        | 50.           |
| 13  | Farm,                    | New tools,                      | 500.          |
| 17  | Agronomy,                | Lantern slides,                 | 50.           |
| 18  | Animal Husbandry,        | Horses,                         | 1000.         |
| 20  | Animal Husbandry,        | Hogs,                           | 100.          |
| 21  | Animal Husbandry,        | Sheep,                          | 200.          |
| 23  | Animal Husbandry,        | Lantern slides,                 | 50.           |
| 27  | Dairying,                | General equipment,              | 1740.         |
| 28  | Poultry Husbandry,       | Scales,                         | 35.           |
| 29  | Poultry Husbandry,       | Mammoth Incubator (cellar)      | 800.          |
| 30  | Poultry Husbandry,       | Incubators and hovers,          | 125.          |
| 31  | Poultry Husbandry,       | General equipment,              | 125.          |
| 35  | Floriculture,            | Lantern slides,                 | 30.           |
| 38  | Landscape Gardening,     | Surveying instruments,          | 300.          |
| 41  | Pomology,                | Spraying equipment,             | 50.           |
| 42  | Pomology,                | Harvesting equipment,           | 25.           |
| 43  | Pomology,                | Tools for lockers,              | 215.          |
| 46  | Pomology,                | For horticultural manufactures, | 50.           |
| 48  | Pomology,                | 25 new lockers,                 | 75.           |
| 49  | Chemistry,               | General equipment,              | 275.          |
| 50  | Physics,                 | Laboratory equipment,           | 400.          |
| 51  | Physics,                 | Office equipment,               | 45.           |
| 52  | Veterinary Science,      | Laboratory equipment,           | 250.          |
| 53  | Zoology and Geology,     | Microscopes,                    | 210.          |
| 54  | Mathematics,             | Office equipment,               | 50.           |
| 56  | Agricultural Economics,  | Office equipment,               | 65.           |





| No. | Department                                  | Purpose                     | Apportionment.   |
|-----|---|-----------------------------|------------------|
| 57  | Experiment Station,                         | Heaters for vault,          | \$ 25.           |
| 58  | Experiment Station,                         | Vault equipment,            | 260.             |
| 59  | Experiment Station,                         | Office equipment,           | 45.              |
| 60  | Experiment Station,                         | Stencil cutting machine,    | 185.             |
| 61  | Experiment Station,                         | Sprayer and hay fork,       | 160.             |
| 62  | Experiment Station,                         | Horse,                      | 300.             |
| 63  | Experiment Station,                         | Rain gauge,                 | 100.             |
| 64  | Botany,                                     | Microscopes,                | 170.             |
| 65  | Experiment Station,                         | Brooder House or Equipment, | 400.             |
| 66  | Zoology,                                    | Oil Emersion Objective,     | 25.              |
| 67  | Balance due on former bills of E. D. Marsh, |                             | 12.              |
| 68  | General Horticulture,                       | Rug,                        | 34.              |
| 69  | Lang. & Literature,                         | Office equipment,           | 90.              |
| 71  | Farm Administration,                        | Milk Tank,                  | 50.              |
| 72  | Microbiology,                               | Typewriter desk,            | 40.              |
| 73  | Microbiology,                               | Miscellaneous equipment,    | 500.             |
| 74  | Treasurer's Office,                         | Experiment Station Account. | 350.             |
|     |   |                             | College. \$8777. |
|     |   |                             | Exp.Sta. \$1825. |

It was the opinion of this Committee that the projects submitted for Extension Service equipment should be considered by the Committee on Extension Service.

It was

VOTED: To leave the location of the cinder walk, provided for in Project 3 for improvements, to the Building Committee. ✓

It was

VOTED: That the improvements to the Kellogg barn, in accordance with Project 23 for improvements, be made subject to the approval of the Committee on Extension Service. ✓

It was

VOTED: To refer to the Committees on Farm and Horticulture the question of the proposed irrigation plant, assignment of land to the market gardening department, and other questions connected therewith.

It was

VOTED: To refer to the Committee on Buildings and Grounds the question of moving the electric light poles from Lincoln Avenue. ✓



It was

VOTED: That the sum of \$1000. allotted to the department of Animal Husbandry for horses, be expended under the direction of the Farm Committee. ✓

It was

VOTED: To confirm the action of the President in approving certain projects for equipment to be charged to Experiment Station funds.

It was

VOTED: To authorize the President to approve at his discretion further emergency projects for equipment and improvements for the current fiscal year.



# IMPROVEMENTS.

| No. | Department.   | Purpose.  | Apportionment |
|-----|---|---|---------------|
| 2   | Operating & Maintenance,  | Improvements, So. College,  | \$ 300.       |
| 3   | Operating & Maintenance,  | Cement walks,<br>(Location of cinder walk to E. Exp. Station to be<br>determined by Trustees' Committee on Buildings<br>and Grounds,) | 500.          |
| 5   | Library,  | Shelving,<br>(\$25. previously allowed.)  | 50.           |
| 7   | Division of Agriculture,  | Improvements: young stock barn,   | 25.           |
| 8   | Division of Agriculture,  | Improvements: sheep barn,   | 75.           |
| 11  | Farm,   | Farm Shop,  | 250.          |
| 12  | Farm,   | Farm Fencing,<br>(previously authorized)  | 200.          |
| 14  | Agronomy,   | Drainage, College farm,<br>(\$300. previously authorized)   | 500.          |
| 15  | Dairying,   | Improvements: Flint Lab.,   | 50.           |
| 16  | Poultry Husbandry,<br>(Exp. Sta. Funds)   | Brooder house and equipment,<br>(Previously authorized)   | 400.          |
| 17  | Floriculture,   | Concrete frames,  | 420.          |
| 20  | Chemistry,  | Improvements: Chemistry Lab.<br>(Previously authorized)   | 153.          |
| 23  | Agricultural Education,   | Improvements: Kellogg barn,<br>(Subject to approval by Committee on Extension<br>Service,)  | 250.          |
| 26  | Experiment Station,   | Improvements: greenhouse,   | 250.          |
| 32  | Botany,   | Painting windows,   | 25.           |
| 33  | Botany,   | Tinting walls,  | 125.          |
| 34  | Botany,   | Store room for equipment,   | 100.          |
| 35  | Poultry Husbandry,  | Wind break,<br>(Previously authorized)  | 100.          |
| 38  | Alterations at rooms formerly occupied by Phi Sigma<br>Kappa.                                   | (Previously authorized)   | 10.           |
| 39  | Signs for buildings,  | (\$46. previously authorized)   | 125.          |
| 40  | Moving electric light poles from Lincoln Avenue,<br>(Subject to approval of Building Committee) |   | 350.          |
| 41  | Treasurer's Office,   | Steel cage,   | 75.           |
|     |   |   | \$ 4333.      |





MINUTES OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, January 6, 1916, at 3:30 p.m.

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PRESENT: Messrs. William Wheeler, Ellis, Gerrett,  
Preston, and President Butterfield;  
Treasurer Kenney was also present.

A proposal was received from the Amherst Gas  
Company offering to supply electric power to the College;  
it was

VOTED: To authorize the Treasurer to ascertain at once  
the cost at which the institution generates its  
own electric power.

Cost of  
Electric  
Power.

The President made a report of progress relative  
to the acquisition of the Mt. Toby tract, and it was

VOTED: That a bill be introduced into the Legislature  
for an appropriation of \$30,000. for this tract.

Mt. Toby  
Tract.

VOTED: To request Mr. Ellis to introduce into the  
Legislature an enabling act, text of which was  
approved, authorizing the purchase of land from  
current funds.

Purchase of  
Land from  
Current  
Funds.

Mr. Wheeler reported relative to action taken by  
the sub-committee considering the claims of sub-contractors  
for Stockbridge Hall; it was

VOTED: To report to the Trustees the present status of  
this matter, and to advise that no immediate  
action be taken.

Stockbridge  
Hall: Claims  
of sub-  
contractors.

Further, to recommend that, if the Trustees ap-  
prove of the course already pursued, a subcom-  
mittee consisting of Mr. William Wheeler, Mr.  
Ellis, and the Treasurer, serve as the repre-  
sentatives of the Trustees in further nego-  
tiations.





The President reported on further developments in connection with the Q. T. V. Land, to the effect that the Corporation would exchange a parcel of its land for an approximately equal area south of the Kappa Sigma property, and that it would make a "gentleman's" agreement to hold the remainder of its property until the College shall be in a position to purchase it; it was

Q.T.V.  
Land.

VOTED: To recommend to the Trustees the exchange of land on the basis of the above report, and to introduce a bill into the Legislature authorizing such an exchange.

VOTED: To allow Mr. Edwin Q. Cole to continue to serve as consulting engineer for the Microbiology Laboratory while at the same time in the employ of the company installing the heating in the building, but that if any differences arise, they shall be settled by Mr. Ritchie and Mr. Butterworth.

E.Q.Cole.

Meeting adjourned.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND  
ARRANGEMENT OF GROUNDS.

Hotel Bellevue, Boston, Mass., May 31, 1916, at 1:00 p.m.

PRESENT: Messrs. Gerrett, Bacon, Ellis, Preston,  
William Wheeler, and President Butterfield;  
Treasurer Kenney was also present.

It was

VOTED: That this Committee, in the exercise of authority conferred upon it by the Trustees, hereby approve the purchase, for a sum not exceeding \$30,000, of land not exceeding 1000 acres in extent, situated on or about Mount Toby in the towns of Sunderland and Leverett, and referred to in Chapter 234 of the General Acts of the year 1916, and that the Treasurer of the College be, and he hereby is, authorized to complete said purchase, under the advice and direction of the Attorney-General of the Commonwealth.

Mt. Toby.

It was

VOTED: To authorize the Treasurer of the College to make the payments provided for by Chapter 115 of the Resolves of the year 1916 providing for payment of certain claims for labor and material furnished in connection with the erection of the Agricultural Building, said payments to be made at such time as may be authorized by the Auditor of the Commonwealth, and under the advice and direction of the Attorney-General of the Commonwealth.

Stockbridge  
Hall  
Claims.

It was

VOTED: To authorize the Treasurer, in accordance with the provisions of Chapter 104 of the Resolves for the year 1916, to complete the erection of the retaining wall and platform for the coal pocket at the power plant, the expenditure for which shall not exceed \$4200., the plans to be subject to the advice of the architect and to review by this Committee.

Improvements  
and  
Equipment.

The Treasurer reported progress with reference to completing the policy for carrying out the Saturday half-holiday law, and it was

Saturday  
Half Holiday.





VOTED: To ask Mr. Bacon and the Treasurer to consult further with the Attorney-General.

It was

VOTED: To authorize the Treasurer, under the advice and direction of the Attorney-General of the Commonwealth, to take such steps as may be necessary to complete the exchange of land by the College with the Amherst Corporation, Q.T.V. fraternity, as provided in Chapter 317 of the Special Acts of the year 1916; said exchange having been approved by a majority of the Trustees at a regular meeting held in Amherst, May 27, 1916, and the Governor and Council having given their approval through an order dated May 31, 1916.

Q.T.V. Land.

It was

VOTED: That the Treasurer of the College be authorized to take such steps, under the advice and direction of the Attorney-General of the Commonwealth, as may be necessary to complete the purchase of a seven-acre tract of land lying south of the Alumni Athletic Field known as the Dickinson and Leonard land, as provided by Chapter 130 of the Resolves of the year 1916, and as approved by the Governor and Council through an order dated May 31, 1916.

Land  
Purchase.

On recommendation of the Treasurer it was

VOTED: To authorize the Treasurer to transfer to the special appropriation by the legislature of 1916 for miscellaneous improvements and new equipment such amounts heretofore charged to the current apportionment for the current fiscal year on account of improvements and new equipment as, in his judgment, can be properly made, and with the approval of the Auditor of the Commonwealth.

Funds for  
Improvements  
and  
Equipment.

It was

VOTED: To leave the further apportionment of the special appropriation for miscellaneous improvements and new equipment to the Chairman of the Committee together with the Treasurer and President of the College with power.

Projects for  
Improvements  
and  
Equipment.





The Treasurer gave a resumé of a report by Professor Jackson of the Massachusetts Institute of Technology relative to the cost of producing electric light at the College power plant. It appears that the cost is approximately 1 to 1½ cents per kw. hour.

Cost of  
electric  
light.

It was

VOTED: To authorize the appointment of James H. Ritchie as consulting architect for the year ending January 15, 1917.

J.H. Ritchie.

It was

VOTED: To authorize the Treasurer to advertise for bids for the construction of the addition to the Rural Engineering Building on plans and specifications to be furnished by the architect.

Rural En-  
gineering  
Building.

The Treasurer presented a statement of certain requests for repairs, and it was

VOTED: To leave the matter of special list of repairs to the Chairman of the Committee, the Treasurer, and the President of the College, with power.

Repairs.

Meeting adjourned.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND  
ARRANGEMENT OF GROUNDS.

President's Office, M.A.C., Amherst, June 20, 1916, at 12:15 p.m.

---

PRESENT: Messrs. Gerrett, Ellis, William Wheeler and President Butterfield; Treasurer Kenney was also present.

The Treasurer reported on the unsatisfactory condition of the ventilating fans in Stockbridge Hall. Mr. Edwin Q. Cole and Mr. James H. Ritchie were also present, and discussed the situation in detail.

On motion of Mr. Wheeler it was

VOTED: That the Treasurer, Mr. Ritchie and Mr. Cole be authorized to represent the Trustees in securing satisfaction with respect to the ventilating system of the auditorium, and that in their negotiations they be governed by the advice of the Attorney General.

Stockbridge  
Hall: Fan

It was

VOTED: To leave to the Treasurer the date of the meeting of this Committee for the opening of bids for the rural engineering shop.

It was

VOTED: To leave to the Treasurer with power the adjustment of vacations for certain employees.

Vacations.

It was

VOTED: That the Treasurer be authorized to proceed with the construction of the retaining wall at the power plant, using only such funds as are available for this purpose as appropriated by the last legislature.

Retaining  
Wall.



Mr. Ritchie, Prof. Gunness, Mr. Jewett and Mr.

Butterworth met directly after the meeting and went over and made up a list of changes that would materially reduce the cost of the building. This was sent out to the three lowest bidders with the following revised bids resulting:

|                                     |            |
|-------------------------------------|------------|
| H. Wales Lines Co., - - - - -       | \$ 9787.00 |
| G. E. Bosworth, - - - - -           | 9690.00    |
| Casper Ranger Construction Co., - - | 10377.00   |

It was finally decided to award the contract to G.E.Bosworth of Amherst, at a cost of \$9725.00. Thirty-five dollars being added for a pit, necessary for the installation of an engine.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

President's Office, M.A.C., June 30, 1916, at 12:00 noon.

PRESENT: Mr. Gerrett, President Butterfield, Professors Foord and Gunness, Messrs. Ritchie, Butterworth, and Jewett, and Treasurer Kenney.

The meeting was called to order by the chairman. The Treasurer reported that four bids had been received for the Addition to the Rural Engineering Building, which were as follows:

|                                     |               |
|-------------------------------------|---------------|
| G. E. Bosworth, - - - - -           | -\$ 11,700.00 |
| Casper Ranger Construction Co., - - | 10,923.00     |
| H. Wales Lines Co., - - - - -       | 10,720.00     |
| M.J. Walsh & Son, - - - - -         | 13,400.00     |

Rural  
Engineering  
Shop:  
Bids.

The following items were added to each bid as being outside of the contract:

|                                    |           |
|------------------------------------|-----------|
| Radiation, - - - - -               | \$ 829.49 |
| Lighting fixtures, - - - - -       | 75.00     |
| Grading, - - - - -                 | 50.00     |
| Architect's fees and inspection, - | 350.00    |
| Service Lines, - - - - -           | 2764.10   |

These brought up the respective cost under each contract as follows:

|                                     |               |
|-------------------------------------|---------------|
| G. E. Bosworth, - - - - -           | -\$ 15,644.84 |
| Casper Ranger Construction Co., - - | 14,911.59     |
| H. Wales Lines Co., - - - - -       | 14,788.59     |
| M. J. Walsh & Son, - - - - -        | 17,468.49     |

After a thorough discussion of the matter Professor Gunness suggested that certain modifications be made in regard to the service lines and also that a number of changes be made in the construction of the building. The Architect and Treasurer were authorized to prepare such a list of changes and submit to the three lowest bidders, and if such bids as then received allowed the building to come within the appropriation they were authorized to make contract.

The meeting was adjourned.





MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, November 8, 1916, at 5:00 p.m.

PRESENT: Messrs. Gerrett, William Wheeler, Bacon, and President Butterfield: Treasurer Kenney and Mr. Ritchie were also present.

The Committee considered the legislative budget for 1917, and it was

VOTED: To recommend to the Trustees the following legislative budget for 1917:

|                                       |   |   |   |   |   |   |   |   |   |             |
|---------------------------------------|---|---|---|---|---|---|---|---|---|-------------|
| Library,-                             | - | - | - | - | - | - | - | - | - | -\$250,000. |
| Equipment and Improvements,           | - | - | - | - | - | - | - | - | - | 75,000.     |
| Poultry Building,-                    | - | - | - | - | - | - | - | - | - | 4,200.      |
| Student Dormitory,                    | - | - | - | - | - | - | - | - | - | 50,000.     |
| Dining Hall Improvements,             | - | - | - | - | - | - | - | - | - | 10,000.     |
| Rural Engineering Shops,              | - | - | - | - | - | - | - | - | - | 9,000.      |
| Power Plant, Turbine House, and Steam |   |   |   |   |   |   |   |   |   |             |
| Line Tunnels,                         | - | - | - | - | - | - | - | - | - | 90,000.     |
| Total                                 |   |   |   |   |   |   |   |   |   | -\$488,200. |

It was

VOTED: That Mr. William Wheeler and the Treasurer be requested to seek such engineering advice as in their judgment is desirable relative to plans submitted by Mr. Butterworth for additions to the Power Plant, turbine house and steam line tunnels, and to report to this Committee at a subsequent date.

It was

VOTED: That the Committees on Farm and Horticulture be asked to consider at an early date such projects already submitted for Improvements and Equipment as would ordinarily be considered by these Committees, and that the Chairman of the Building Committee, together with the President and Treasurer, pass on such other projects for Improvements and Equipment as are not considered by the Committees on Farm and Horticulture.

It was

VOTED: To recommend to the Trustees that there be added to the legislative budget for 1917 such sum for the market garden sub-station as may be decided upon by the Special Committee having that matter under advisement.



MINUTES OF MEETING OF TRUSTEES COMMITTEE ON BUILDINGS AND GROUNDS.

Hotel Bellevue, Boston, January 4, 1917, at 4:00 p.m.

---

PRESENT: Messrs. Gerrett, Bacon, Ellis, Preston, William Wheeler, and President Butterfield; Treasurer Kenney was also present.

The Committee discussed the advisability of naming certain buildings on the college campus; after discussion it was

VOTED: To recommend to the Trustees that the cold storage building be called "Fisher Laboratory" in honor of the late Jabez Fisher of Fitchburg.

"Fisher  
Laboratory"

VOTED: To postpone further consideration of appropriate names for other buildings on the campus.

The Treasurer reported that in consultation with Mr. William Wheeler and an engineer, revised estimates totalling \$61,000. had been made for certain improvements in connection with the power plant, exclusive of the steam line tunnels. After discussion it was

Improvements,  
Power Plant.

VOTED: To allow to remain in the legislative budget for 1917 the item of \$90,000. originally included, for improvements at the power plant, including approximately \$24,000. for steam line tunnels.

It was the desire of the Committee that Mr. William Wheeler and the Treasurer, with the advice of an engineer, continue their investigation of the advisability of constructing tunnels for steam lines.

Construction  
of Tunnels  
and Steam  
Lines.

The Treasurer reported the purchase of the following parcels of land, the deeds of which had been approved by the Attorney General before the respective purchases had been consummated:

Purchase of  
Parcels of  
Land.



From John F. Dickinson and E.L. Leonard, approximately 7 acres for \$7850. - September 15, 1916.

From W.R. Brown, approximately  $\frac{1}{2}$  acre for \$500. Sept. 20, 1916.

From Ernest MacPhee, approximately 12 acres for \$4800. (Market Gardening) - Dec. 9, 1916.

From Estate of John Graves, approximately 755 acres for \$30,000. (Mt. Toby) Dec. 18, 1916.

From George Cutler, approximately 1 acre and house for \$7200. January 3, 1917.

VOTED: To authorize the payment of a bill from J.C. Hammond of \$618.84 for legal and engineering services rendered in connection with the acquisition of Mt. Toby.

Bill of J.C.  
Hammond.

VOTED: To request the President to express to the Misses Graves and to Mr. George Cutler the appreciation of the Trustees of their assistance in connection with the acquisition by the college of Mt. Toby and of certain other parcels of land.

Expression  
of appreciation  
to  
Misses  
Graves &  
Mr. Cutler

The Treasurer reported on the following matters:

Completion of Rural Engineering Shops.

Completion of Microbiology Laboratory.

Adjustment of difficulty with the ventilating fan in Stockbridge Hall.

Completion of coal pocket at the power plant.

Plans for buildings for the Market Garden Field Station.

The President reported on the inadequacy of the present artificial lighting arrangements in Stockbridge Hall; after discussion it was

Inadequacy  
of lighting,  
Stockbridge  
Hall.

VOTED: To request the Treasurer to investigate the question of suitable lighting arrangements at Stockbridge Hall and report at a later date.

Meeting adjourned.







MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND  
GROUNDS.

Hotel Bellevue, Boston, April 13, 1917, at 4:00 p.m.

---

PRESENT: Messrs. Gerrett, William Wheeler, Ellis and President Butterfield; Treasurer Kenney was also present.

The Treasurer reported on a proposal to purchase the so-called Walsh land and houses. The Chairman of the Committee was asked to investigate this purchase, and it was

Walsh land  
and  
houses.

VOTED: To request the Trustees to authorize the Committee on Buildings and Grounds to take at their discretion an option on the so-called Walsh land and houses located in Amherst and adjoining land now owned by the College.

It was agreed that in the opinion of the Committee \$60,000. should be the minimum for Power Plant improvements this year.

Power Plant  
Minimum.

The President reported that the Q.T.V. Fraternity Corporation had decided not to accept the provisions of Chapter 317 of the Acts of the Legislature of 1916 relative to exchange of land.

Q.T.V. Land

The President reported on the possibility of acquiring a portion of the Fearing Estate for a botanical garden, and it was agreed that the President should make a further investigation of this proposal, including the possibility of using the Hills Fund for the purchase of this land.

Botanical  
Garden.

It was

VOTED: To recommend to the Trustees the ratification of the President placing the name of Mr. Newton Wallace on the retired list at a salary of \$520. per year from date of February 1, 1917.

Newton Wallace  
Retirement.



It was

VOTED: To recommend to the Finance Committee that the salary of Mr. Thomas Butterworth be \$1750. beginning September 1, 1917. T.Butterworth,  
Salary.

It was

VOTED: To recommend to the Trustees that the Treasurer be authorized to execute on behalf of the Trustees a lease to the Sigma Phi Epsilon Fraternity of a parcel of approximately one-half acre of land situated on the west side of Pleasant Street, the lease to run for fifty years at an annual rental of \$125. Sigma Phi  
Epsilon  
Fraternity  
Land Lease.

It was

VOTED: To continue the employment of Mr. James H. Ritchie as Consulting Architect for the year beginning December 1, 1916, at the rate of \$650. per year, unless provisions are made for a State Architect before the expiration of this period. J.H.Ritchie,  
Consulting  
Architect.

It was

VOTED: To recommend to the Trustees that the Angus land be purchased on the expiration of the option on it, May 1, 1917, and that until December 1, 1917 the funds for carrying this purchase be taken from the income of various trust funds; on December 1, 1917 the purchase price to be replaced from the current funds of the institution. Angus Land  
Purchase.

Meeting adjourned.



MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

President's Office, June 7, 1917, at 9:00 a.m.

PRESENT: Messrs. Gerrett, Ellis, President Butterfield;  
also Treasurer Kenney.

The Treasurer presented a project for building a barn at the Market Garden Field Station. After discussion, it was

VOTED: To authorize the Treasurer to enter into a contract for the erection of a barn at the Market Garden Field Station at Lexington, at a cost not to exceed \$3,500, on plans to be approved by the Trustees' Committee on Horticulture before the contract for the same is signed.

Market  
Gardening  
Field  
Station,  
Buildings for.

The Treasurer stated the situation relative to the purchase of a boiler, and it was

VOTED: To authorize the Treasurer to complete the contract for a new boiler, with appurtenances, and for installing the same.

Power Plant  
Boiler.

A discussion ensued concerning the improvements to be made under Chapter 134 of the Acts of 1917, which appropriated \$40,000 for certain alterations and improvements at the Power Plant. It was

VOTED: To authorize the Treasurer to proceed with the following improvements specified in the Act, namely, for raising and remodeling roof of boiler house; for an air flue and ash ejector; for a stack, stack flue and connections; for a feed pump and accessories; for changing and relocating piping, and for testing apparatus; these contracts to be subject to the approval of Mr. William Wheeler; and provided that the item in the Act authorizing the alteration of the power plant building be postponed for the present.

Power Plant  
Improvements.

A discussion ensued concerning provisions for certain equipment and improvements under the legislative resolve appropriating for these purposes a sum not to exceed \$33,500. to the several departments of the College and the Experiment Station.





It was

VOTED: To approve the items under this project submitted under date of June 4, 1917, representing the wishes of the various department heads as to details of expenditure, with the exception of the following:

Subtractions

|  |           |
|--|-----------|
| Fireproof floor in carpenter shop, - - | - \$1500. |
| Fencing fruit plantations, - - - -     | - 1425.   |
| Shed at Target Range, - - - - -        | - 240.    |

and the following

Additions

|  |        |
|--|--------|
| Stockbridge Hall Walks, - - - - -        | - 600. |
| Farm Tractor, - - - - -                  | - 975. |
| Animal Husbandry, - - - - -              | - 550. |
| (For purchase of milking Shorthorns)     |        |
| Microbiology, grading and walks, - - - - | - 300. |

Improvements  
and  
Equipment.

It was further

VOTED: To authorize the President on behalf of the Committee to request the Supervisor of Administration to permit such transfers in departmental totals as would be necessary in order to make the above changes.

It was

VOTED: To authorize the Treasurer to purchase and install a new kitchen range at the President's house.

It was

VOTED: To request the President to bring before the full Board of Trustees the question of procedure in apportioning the balance of the legislative appropriation for improvements and equipment.





MINUTES OF MEETING OF TRUSTEES COMMITTEE ON BUILDING AND GROUNDS.

8 Beacon Street, Boston, July 19, 1917, at 10:00 a.m.

PRESENT: Messrs. Gerrett, Bacon, Preston, and William Wheeler; Treasurer Kenney and Mr. Ritchie were also present.

Bids were open for the raising of the roof at the power plant, and were as follows:

|                                     |         |
|-------------------------------------|---------|
| Allen Brothers, - - - - -           | \$2880. |
| G. E. Bosworth, - - - - -           | 3450.   |
| Casper Ranger Construction Co., - - | 4747.   |

Bids for  
Raising of  
Roof at  
Power Plant.

It was

VOTED: That the Treasurer be authorized to enter into contract with Allen Brothers for raising the roof of the power plant at the price of \$2880. with such minor changes that may be decided upon by the architect and the Treasurer.

Contract  
with  
Allen Bros.

Professor Harold F. Thompson was present, and stated that no bids had been received by contractors for the service building at the market garden field station, stating that some contractors had not desired to bid and that another contractor had signified his intention of bidding but had not yet submitted his figures.

Bids,  
Service  
Building,

It was

VOTED: To adjourn for one hour while Mr. Thompson interviews a contractor.

Following the adjournment the members were: Messrs. Gerrett, Bacon, William Wheeler and Treasurer Kenney.

It was

VOTED: That the time of opening bids for the service building at the market garden field station be postponed until 9:30 a.m. Tuesday, July 24, 1917.

Bids,  
Service  
Building,

Meeting adjourned.



Indexed

MINUTES OF MEETING OF TRUSTEES COMMITTEE ON BUILDINGS AND GROUNDS.

8 Beacon Street, Boston, July 24, 1917, at 10:00 a.m.

PRESENT: Messrs. Bacon, Preston, William Wheeler;  
Treasurer Kenney was also present.

Mr. Preston was chosen Chairman.

Bids for the service building at the market garden  
field station were open, and the bids were as follows:

|                  |         |        |                       |
|------------------|---------|--------|-----------------------|
| Chas. N. Miner,  | \$3900. | + 150. | for drain.            |
| Louis F. Sonia,  | 3485.   |        |                       |
| R. D. Donaldson, | 3925.   | - 100. | for stone.            |
| Constance Bros., | 3129.   | + 172. | for concrete<br>wall. |

Bids,  
Service  
Building,  
Market  
Garden  
Field  
Station.

Constance Bros., being the lowest bidders, it was

VOTED: To authorize the Treasurer and architect to enter  
into contract with Constance Bros. provided  
certified check is filed. In case of failure,  
the Treasurer and architect are authorized to  
negotiate into contract with the next lowest  
bidder.

Contract  
with  
Constance Bros

Meeting adjourned.

Immediately following the meeting, Constance Bros.  
presented satisfactory credit.



MINUTES OF THE TRUSTEES' COMMITTEE ON BUILDINGS AND GROUNDS.

Draper Hall, M.A.C., Amherst, October 11, 1917, at 12:00 M.

PRESENT: Messrs. Gerrett and Butterfield, also Treasurer Kenney. At luncheon there was present Mr. E.Q. Cole.

After discussion concerning the matter of securing a satisfactory blower for the auditorium, it was

VOTED: That the Treasurer, Mr. Ritchie and Mr. Cole be authorized to represent the Trustees in securing satisfaction with respect to the ventilating system of the auditorium, and that in their negotiations they be governed by the advice of the Attorney General.

Blower for  
Auditorium

The question of legislative budget for 1918 was discussed, and it was

VOTED: To recommend to the Trustees as the sense of the committee that it might be well to refrain from asking the legislature for any new buildings this year, but to ask for an item for improvements and equipment sufficiently large to meet the needs of the departments for improvements and equipment as they have been expressed from time to time during the last few years in various projects presented.

Legislative  
Budget  
1918

It was

VOTED: To authorize an expenditure not to exceed approximately \$250. in making certain changes in the lighting of the chapel in order to make it usable for the women students as a recreation room under the direction of Mrs. Hicks.

Lighting of  
Chapel

The President reported that Mr. Ritchie had indicated that it would call for an expense of about \$2,000. approximately to complete working plans for the Chemistry Building and the Armory and Gymnasium.

Plans for  
Chem. Bldg.  
and Armory  
Gymnasium

President Butterfield made the following recommendation concerning supervision of the recreation grounds:

"I recommend that the general responsibility for the care of the land south of the enclosed athletic field be placed in the hands of Professor Hicks, subject, of course,

Supervision  
of Recreation  
Grounds





to such arrangements concerning the definite use of the land for agricultural purposes prior to the need of it for recreation purposes as may be mutually arranged between Professor Hicks and the various heads of departments, or as may be prescribed by the Trustees."

And it was

VOTED: To adopt the recommendation as made.

It was

VOTED: To recommend to the Trustees that the auditorium in Stockbridge Hall be given the name of "The Bowker Auditorium".

Bowker  
Auditorium

It was

VOTED: To recommend to the Trustees that there be included in the legislative budget plans for electric classroom signal system.

Electric  
Signal  
System

The President reported that Mr. Fearing, with whom there have been some negotiations concerning land for the Botanical Garden, had recently died, but that nothing was known concerning the disposition of his land.

Botanical  
Garden



MINUTES OF MEETING OF COMMITTEE ON BUILDINGS AND GROUNDS.

City Club, Boston, Mass., May 29, 1918, at 12 M.

PRESENT: Messrs. Gerrett, presiding, Ellis, Bacon, William Wheeler; H.F. Tompson, J.F. Ritchie, and Treasurer Kenney were also present.

The Treasurer made a statement that the Legislature, according to Chapter 56, had authorized a sum not to exceed \$16,500.00 for improvements and maintenance at the Market Garden Field Station at Lexington, divided as follows:

|  |            |
|--|------------|
| For greenhouses and heating plant, . . . | \$9,000.00 |
| For foreman's cottage, . . . . .         | 4,500.00   |
| For maintenance, . . . . .               | 3,000.00   |

Mr. Tompson presented the problems of building construction at this time, showing how costs had advanced within the past year and suggested that the greenhouses be constructed by day labor, using the material that we had bought from the Rawson Estate. The Architect, Mr. Ritchie, thought that the foreman's cottage could be built for the appropriation asked for. After further discussion it was

VOTED: That the Treasurer be and is hereby authorized to advertise for bids for the construction of the foreman's cottage.

VOTED: That the Treasurer be and is hereby authorized to proceed with the construction of the greenhouses and heating plant, under the provisions of this Resolve and by such methods as may be approved by the Attorney-General and the Auditor.

VOTED: That the Treasurer take up the Power Plant and Dining Hall projects and secure new estimates and report at a later meeting.

VOTED: That the Dean and the Treasurer secure a suitable wreath and send it to the funeral of their late brother trustee, Frank A. Hosmer. The bill to be apportioned among all of the regular members.

Meeting adjourned.

F.C. Kenney,  
Secretary Pro Tem.



After the above meeting the Treasurer and Architect called on assistant Attorney-General Barnum and asked him whether it was necessary, under Chapter 56, to advertise for bids for the greenhouse work. After some discussion he said that as far as his office was concerned it did not make any difference, but referred us to the Auditor's office. We saw Mr. Hawley and he told us to construct the greenhouses as we thought best as there would be no objections from his office.

F.C.Kenney.



MINUTES OF THE MEETING OF THE TRUSTEES' COMMITTEE ON  
BUILDINGS AND GROUNDS.

City Club, Boston, Mass., June 20, 1918, at 4:30 p.m.

PRESENT: Messrs. Gerrett, presiding, Preston, William Wheeler and President Butterfield; Mr. Kenney and Mr. Ritchie were also present.

Mr. Ritchie presented drawing for the proposed turbine house and the Treasurer reported on bids for the turbine and the coal handling apparatus. The Treasurer also presented correspondence with the Federal Reserve Bank of Boston concerning the advisability of the college proceeding with the construction of the turbine house and the installation of the equipment for the power plant provided for by the Legislature of 1918. Inasmuch as it appeared that the Capital Issues Board of the Federal Reserve Bank is serving in an advisory capacity only, it was the opinion that it would be inadvisable to accept the proposal of the Board to delay the construction of the turbine house.

On motion of Mr. Wheeler, it was

VOTED: To authorize the Treasurer to advertise for bids for the construction of the turbine house.

On motion of Mr. Preston, it was

VOTED: To authorize the Treasurer to enter into contracts for the installation of the coal handling apparatus.

VOTED: To authorize the Treasurer to enter into contracts for the installation of a dynamo.

On motion of Mr. Wheeler, it was

VOTED: To authorize the Chairman of this Committee and the Treasurer to open bids, when received, and to award the contract for the construction of the turbine house.





On motion of the President, it was

VOTED: That the question of constructing the greenhouse and other buildings at the Market Garden Field Station be referred to the Chairmen of the Trustee Committees.

VOTED: To authorize the following repairs to be paid for from current funds.

Repairs to the farm bungalow, . . . \$400.

Repairs to farm house #2,. . . 370.

The Treasurer reported on costs for the various items of improvements in the dining hall, and it was

VOTED: To authorize the Treasurer to proceed with the improvements at the dining hall, provided for by the Legislature of 1918.

Meeting adjourned at 6 p.m.

Ralph J. Watts,  
Clerk.



MINUTES OF MEETING OF THE TRUSTEES' COMMITTEE ON  
BUILDINGS AND ARRANGEMENT OF GROUNDS

Mr. Ritchie's Office, Boston, Mass., July 26, 1918 at 4 P. M.

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PRESENT: Messrs. Bacon, Gerrett, Preston, and  
Wheeler; the architect, James H. Ritchie;  
the Treasurer, F. C. Kenney.

The Treasurer made a statement in regard to the ventilating system at Stockbridge Hall, stating that it was the desire of the American Blower Company to have the two contractors, Casper Ranger Construction Company and Huey Prothers paid in full as soon as possible, they agreeing to furnish a bond that the excessive noise now made from the exhaust fan would be corrected. The Treasurer also stated that the College owed the American Blower Company approximately \$150, this being the college's share of the extra cost of installing a new intake fan.

After discussion, it was

VOTED: That the Treasurer present the matter to Attorney-General Barnum and to Mr. Cole, the Engineer, for approval; if satisfactory to them, to authorize the payment of the balance due the Casper Ranger Construction Company.

The Treasurer presented letters from President Butterfield in regard to the Market Garden greenhouses at Lexington. It was stated to be the intention of Professor Thompson not to use any fuel this coming winter but that the building could be used this fall for experimental

THE STATE OF NEW YORK

IN SENATE

JANUARY 1, 1901

REPORT

OF THE

COMMISSIONERS OF THE LAND OFFICE

IN RESPONSE TO A RESOLUTION PASSED BY THE SENATE

ON APRIL 1, 1899

RELATIVE TO THE LANDS BELONGING TO THE STATE

AND TO THE MANNER OF DISPOSING OF THEM

AND TO THE MANNER OF IMPROVING THEM

AND TO THE MANNER OF LEASING THEM

AND TO THE MANNER OF SELLING THEM

AND TO THE MANNER OF RENTING THEM

AND TO THE MANNER OF DONATING THEM

AND TO THE MANNER OF EXCHANGING THEM

ALBANY:

THE STATE OF NEW YORK

IN SENATE

JANUARY 1, 1901

REPORT

OF THE

COMMISSIONERS OF THE LAND OFFICE

work and it would then be ready in the early spring for such further experimental work as Professor Thompson feels is necessary.

After further discussion it was

VOTED: That the Committee confirm the authorization to build the greenhouses as made at the meeting of this committee held May 29, 1918.

Bids for the foreman's cottage at Lexington were opened with the following results:

| Name              | Amount of<br>certified check | Bid     | Extras | Deduc-<br>tion | Net     | Remarks   |
|-------------------|------------------------------|---------|--------|----------------|---------|---|
| Custance Brothers | \$500.                       | \$6151. | \$716. | \$460.         | \$6406. | With furnace<br>heat and stone<br>walls instead<br>of cement. |
| J.V.N. Hatfield   |                              | \$5670. | ----   | ----           | -----   |   |

It was stated that the architect is not drawing plans for the government for 125 houses to be built at Lowell. He expressed the opinion that within a short time sufficient changes could be made in the plans of the fireman's cottage to insure its construction for the amount available.

It was

VOTED: That action in regard to the construction of the foreman's cottage at Lexington be deferred.





Professor Tompson suggested that it was necessary that a place be provided to store the tools and wagons. It was

VOTED: That a shed be constructed at the Market Garden Field Station at a cost not to exceed six hundred (\$600.) dollars.

Fred C. Kenney.

Clerk.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON BUILDINGS AND  
GROUNDS.

City Club, Boston, December 12, 1918, at 12:15 p.m.

PRESENT: Messrs. Bacon, Ellis, William Wheeler and  
Acting President Lewis; Treasurer Kenney  
was also present.

In the absence of the Chairman, Mr. William Wheeler  
presided.

In view of the fact that the war is practically over  
and that the reasons for postponing new construction at the  
College no longer exist, the Committee considered the ad-  
visability of introducing into the next Legislature bills  
providing for special appropriations.

It was

VOTED: To be the sense of the Committee that the incoming  
Legislature be urged to appropriate money for the  
development of women's work, at the College, in-  
cluding the construction of a building, in ac-  
cordance with the bill submitted to the Legislature  
of 1918, and referred by it to the Legislature of  
1919.

It was

VOTED: To be the sense of the Committee that the com-  
pletion of the buildings at the Market Garden  
Field Station should be undertaken this year, and  
that the advice of the Supervisor of Administration  
be sought relative to introducing a bill into the  
next Legislature to provide money therefor.

It was

VOTED: To be the sense of the Committee that \$35,000.,  
instead of \$10,000., be requested of the incoming  
Legislature for Improvements and New Equipment.

It was

VOTED: To authorize the heating of the Mathematics  
Building during the coming winter.

Meeting adjourned at 1:30 p.m.

R.J. Watts,  
Acting Secretary.



MINUTES

COMMISSION on NEW BUILDINGS and ARRANGEMENT of GROUNDS.

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## LIST OF COMMITTEE MEETINGS.

COMMISSION ON NEW BUILDINGS AND ARRANGEMENT OF GROUNDS.

[illegible]





MINUTES OF THE FIRST FORMAL MEETING OF THE COMMISSION ON  
NEW BUILDINGS AND ARRANGEMENT OF GROUNDS.

University Club, Boston, December 19, 1906, 6 P. M.

PRESENT: Messrs. Draper, Wheeler, Dickinson, Bowker, Bowditch,  
Prof. Brooks and Waugh and President Butterfield.

The Commission was organized by the election of Mr. James Draper, as President, and Prof. Waugh, as Secretary.

After an informal discussion concerning methods of dealing with the problem of the Commission, it became evident that it would be necessary to undertake a very complete and thorough study of all the factors that go to make up a harmonious and permanent plan of improvement.

VOTED: That the Trustees be requested to allot the sum of \$1,000. for the use of the Commission, with authority to employ experts.

VOTED: That the Trustees be requested to authorize the Commission to present and urge before the State Highway Commission the desirability of constructing a state road from the Amherst House, Amherst, to the north boundary of the College grounds.



MINUTES OF THE MEETING OF THE COMMISSION ON NEW BUILDINGS  
AND ARRANGEMENT OF GROUNDS, UNIVERSITY CLUB, BOSTON, June 6, 1907.

PRESENT: Messrs. Dickinson, Bowker and Bowditch, President Butterfield and Profs. Brooks and Waugh.

The minutes of the previous meeting were read and approved.

The Commission took up the consideration of a memorandum of questions submitted by the Secretary.

VOTED: That Mr. N. I. Bowditch consult with Mr. Ernest Bowditch regarding the employment of the latter as landscape gardener for the College.

VOTED: That Mr. N. I. Bowditch consult Mr. Ernest Bowditch further, regarding an architect for College Buildings.

VOTED: That President Butterfield, Professors Brooks and Waugh, constitute a committee to investigate the future needs of the college, in the way of land, and report to the commission.

VOTED: That it is the sense of the Committee that it is highly desirable that the regular maintenance of the grounds be provided for by a separate and definite item in the college budget, as recommended in Section 12 of the memorandum submitted by the secretary.



MINUTES OF MEETING OF THE

COMMISSION ON NEW BUILDINGS AND ARRANGEMENT OF GROUNDS.

University Club, Boston, December 17th, 1907. 6. P. M.

ZZZZZZZZZZZZZZZZZZZZ

PRESENT: Messrs. Wheeler, Bowker, Dickinson, Brooks and Butterfield.

VOTED: That Prof. Waugh be requested, in cooperation with some competent architect with experience in the designing and erection of public buildings (who shall be designated by the Committee) to consider the location and grouping of future buildings for the College, - their relations to existing buildings, the general style, or style, of architecture and landscape treatment therefor, the harmonious development and planting of the College grounds considered in their relation to such buildings, and the maintenance and care thereof. And that at their earliest convenience they present to this Commission a joint report and recommendations thereon, with such general plans and sketches as may be needful and appropriate thereto.

That, so far as practicable, any surveys and topographical maps that may be required for such studies be made and prepared by the Department of Landscape Gardening at the College, under the supervision of Prof. Waugh and with the aid of instructors and students in that Department.

VOTED: That Mr. F. I. Cooper be employed as the architect to cooperate with Prof. Waugh, without any agreement or promise whatever as to future employment in any capacity.





Wilder Hall, May 19, 1908.

The Commission on Buildings and Grounds met at nine o'clock. Present Trustees Dickinson, Wheeler, Bowker and Gerrett, President Butterfield, Professors Brooks and Waugh.

In pursuance of the instructions voted December 17, 1907, Professor Waugh made a verbal report giving his suggestions for the future development of the Massachusetts Agricultural College grounds and submitted a tentative plan. This report contained also a memorandum of the report of the committee appointed at the meeting of June 6, 1907, to investigate the future needs of the College in the way of land.

Mr. F. I. Cooper then submitted a written report and plan showing his suggestions for the development of the grounds. After some discussion and the reading of certain correspondence, it was

VOTED: that Mr. Warren H. Manning be invited to study the arrangement of the grounds and buildings of Massachusetts Agricultural College with a view to the establishment of some permanent plan, and that such plans and reports as we have on file be submitted to him for consideration.

VOTED: that it is the sense of the commission that the proposed Entomological building be placed at or near the site of the present building east of Stockbridge road.

The Commission visited the site of the proposed Floriculture building and greenhouse and decided upon a location.

VOTED: that Trustee Dickinson and President Butterfield be a committee to deal with the matter of the Louisa Baker estate and report both to this commission and to the trustees.



VOTED: that Professor Brooks be authorized to secure options for the Baker-Walsh property, the Westcott estate property bounding Lincoln Avenue and Plainville road, the Kappa Sigma house and lot, the Q. T. V. lot west of Lincoln Avenue, the Kappa Sigma lot east of Lincoln Avenue, the Kellogg farm between Lincoln Avenue and Pleasant Street, the Phi Sigma Kappa lot on North Pleasant Street, the Shakespearean Society lot east of Pleasant Street and the Powers lot on Pleasant Street.

VOTED: that Trustee Dickinson be requested to secure an option on the Nash estate.

Moved to adjourn.

F. A. Waugh, Secretary.



MEETING OF THE COMMISSION ON NEW BUILDINGS AND ARRANGEMENT  
OF GROUNDS.

Hotel Bellevue, Boston, October 23, 1908.

Present: Messrs. Dickinson, Wheeler, Gerrett, Bowker, Butterfield,  
Brooks, and Waugh.

Mr. Warren H. Manning was present and made an extended report on his plans for the improvement of the College grounds. This verbal report was accompanied by general discussion.

VOTED: That the Commission endorse in general outline the plans presented by Mr. Manning, and that Mr. Manning be directed to make further studies of certain details, especially as to a different location for the agricultural group, for the women's college, for the faculty group, and for the athletic field.

VOTED: That Mr. Hoyt be instructed to consult with Mr. Manning with reference to the style and location of the new Zoological building and report to the Trustees' Committee on New Buildings and Grounds.

VOTED: That the Commission accept the offer of Mr. Manning to give his services to the College as landscape designer in completing the plan of the grounds, for a further period of approximately two years, the College to meet all necessary expenses.

Adjourned.

F. A. Waugh,

Secretary.



MINUTES OF MEETING OF COMMISSION ON BUILDINGS AND ARRANGEMENT  
OF GROUNDS.

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Wilder Hall, Amherst, March 12, 1909, at 9.30 A. M.

Present: Messrs. Dickinson, Howe, Demond, and Bowker, President Butterfield, Professors Brooks and Waugh.

Mr. Warren H. Manning was present and made further report on his plans for the college grounds. The plans were discussed in a general way. It was

VOTED: That the changes in the details of the general plan made by Mr. Manning in accordance with the vote of October 24 last, be approved by the Commission.

VOTED: That the chairman and the secretary of the Commission, in consultation with Mr. Manning, be empowered to arrange a public hearing upon the new plans for the college grounds sometime before the meeting of the trustees in June.

President Butterfield introduced the subject of the Harlow farm and its desirability for college uses. Professors Waugh and Brooks made some statements tending to show the need of this land for college purposes, and there was some general discussion of the matter, but no vote was taken.

Adjourned.

E. A. Waugh,

Secretary.





MINUTES OF COMMISSION ON GROUNDS.

Wilder Hall, July 28, 1911, 7 p.m.

---

PRESENT: Trustees Wheeler, Bowker, Preston, and Gerrett;  
President Butterfield, Professor Brooks, and  
Professor Waugh.

Mr. William Wheeler was elected chairman pro tem.

Professor Waugh read a historical sketch of the development of the grounds. Suggestions were made for additions.

Mr. Warren H. Manning was present and read his report on a plan for the Massachusetts Agricultural College, this report being dated June 24, 1911.

It was

VOTED: To accept the reports of Professor Waugh and Mr. Manning as read.

It was

VOTED: That the report of the Commission be presented to the Trustees at their next meeting, with a recommendation for its publication and for the permanent preservation of the records of the Commission. Report of Commission to Trustees.

It was

VOTED: That the Secretary of the Commission prepare the materials referred to for a report to the Trustees at their meeting in October.

It was

VOTED: That a plan for the permanent management of the grounds be prepared for consideration at the next meeting of the Commission. Permanent management of Grounds.

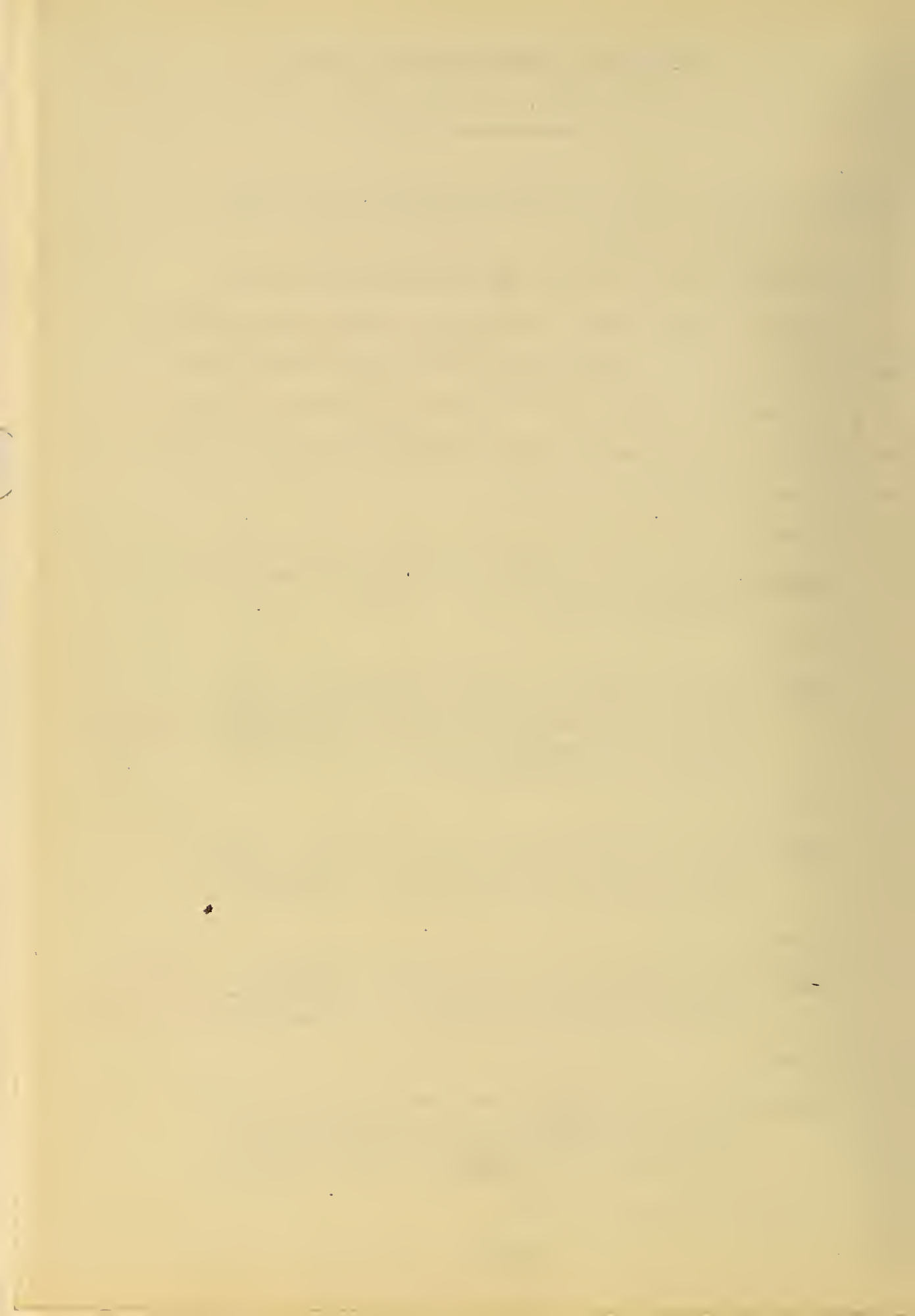
It was

VOTED: That the Secretary be instructed to prepare for the next meeting of the Commission a motion expressing the appreciation of the Commission of the services of Mr. Manning.

The meeting was adjourned.

F. A. Waugh,

Secretary.



MINUTES OF COMMISSION ON GROUNDS.

Hotel Bellevue, Boston, Mass., November 1, 1911, 7:00 P.M.

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PRESENT: Trustees Wheeler, Bowker, Gerrett, Preston,  
President Butterfield, Professors Brooks and  
Waugh.

Pursuant to a motion voted at the meeting of July 28th,  
the secretary of the Commission, Professor Waugh, presented  
the collected reports of the Commission, in form for trans-  
mission to the Trustees. This consisted of typewritten copies  
of reports on grounds and buildings, as follows:

Vaux and Richards, 1864,

Frederick Law Olmstead, Sr., 1866,

George A. Parker, 1902,

F. A. Waugh, 1908,

F. I. Cooper, 1908,

Warren H. Manning, 1911,

Report of  
Commission on  
Grounds.

Appendix and blue prints accompanying report of Mr.

Manning.

It was

VOTED: That the report be accepted; and that in case of  
publication, Mr. Wheeler and Professor Waugh be  
authorized to determine what portions of the  
material shall be included in the publication.

Acceptance of  
Report of Com-  
mission  
on  
Grounds.

It was

VOTED: That the Commission recommend to the Trustees  
that an item of \$1,000., as set forth in the  
project from the Department of Landscape Garden-  
ing, be put into the budget for the publication  
of this report on the Grounds.

Publication  
of report  
of Com-  
mission  
on  
Grounds.

It was



VOTED: That Mr. Wheeler and Professor Waugh be instructed to prepare a resolution to present to the Trustees, embodying the recommendations of the Commission respecting the adoption of the college plan.

The meeting adjourned.

F. A. WAUGH,

Secretary.





7

REPORT OF SPECIAL COMMITTEE ON STUDENT EXPENSES.

At a meeting of the Trustees January 8, 1909, it was

VOTED: To appoint a special Committee of three, to act with a Committee to be appointed by the Faculty, to consider the question of student finances at the College, and to report at a future meeting of the Trustees.

The Committee appointed consisted of Messrs. Preston, Howe, and Damon.

The Faculty Committee appointed consisted of Dean Mills, Treasurer Kenney, and Dr. Paige.

On Mr. Damon's retirement from the Board, Mr. Frost was asked to take his place until further action by the Trustees.

The Special Committee met at the office of the President of the College, Thursday, March 17th, 1910.

PRESENT: Messrs. Preston, Howe, Kenney, Dr. Paige, and President Butterfield.

President Butterfield presented a statement of questions that should be taken up by the Committee. It was

VOTED: To ask the President to learn the practice of other Land Grant Colleges with respect to tuition, both for residents of the State, and for non-residents of the State.

It was

VOTED: To ask the President to prepare blanks to be sent out to students, on which could be secured information concerning student expenditures, opportunities for labor, etc. Also similar blanks to be sent to Heads of Departments, covering the question of amounts, kind and efficiency of student labor, etc.

The following is a statement of some of the questions raised before the Committee:

1. Are student expenses increasing, as for
  - a. Board ?
  - b. Rooms in private houses, as compared with dormitory rooms ?



c. Voluntary, or required, contributions for student activities ?

2. Are there relatively decreased opportunities for student labor ?
3. What effect does student labor have upon class work ?
4. What is the general testimony of Heads of Departments, relative to the efficiency of student labor ?
5. Is the money contributed by students to various College activities used in the best possible way ?
6. Can there be developed new opportunities for student labor in the College ?
7. Can vacation labor for students at the College be increased ?
8. Can vacation labor on private farms, partly for financial support, and partly for educational value, be increased ?
9. Are there further opportunities for work by students about the College, or on neighboring farms ?
10. Can there be developed a system of loans to senior students, or other students ?
11. Can a plan of scholarships to seniors be developed, by using them more freely as student assistants, as is now done in the English Department, and in the Military Department ?
12. Is it desirable to charge a small tuition to all students, offering scholarships to students who need financial aid ?



MINUTES OF SPECIAL COMMITTEE ON STUDENT EXPENDITURES.

Office of the President of the College, Saturday,  
afternoon, September 30, 1911.

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PRESENT: Messrs. Preston and Wheeler.

President Butterfield presented outlines of the investigation that had been made in his office relative to certain phases of the question of student finance, and it was agreed that each member of the committee should be asked to act as a sub-committee on some special phase, and the following was agreed to:

Mr. Preston - tuition, scholarship, money loans.

Mr. Wheeler - student expenditures.

Mr. Howe - student labor.



MINUTES OF MEETING OF SPECIAL COMMITTEE ON STUDENT ACCOUNTS.

OFFICE OF STATE BOARD OF AGRICULTURE, BOSTON,

MARCH 18, 1909, at 9.15 A. M.

Present: Messrs. Preston and Howe, President Butterfield, and  
Treasurer Kenney.

After discussion, the following rules with respect to student  
accounts were adopted, to take effect September 1, 1909.

1. No student shall be allowed to graduate until all his bills  
due the institution are paid.
2. College charges such as room rent, laboratory fees, tuition,  
etc., must be paid in advance at the beginning of each semester,  
before the student is permitted to register in classes.
3. Each student boarding at Draper Hall shall deposit at the begin-  
ning of each semester at least one month's board in advance,  
and no student shall be allowed to continue to board at Draper  
Hall if more than one month in arrears.
4. Payment for all student labor shall apply on account unless the  
student owes no bill to the institution.

It was VOTED: That the Treasurer be authorized to use his discretion  
with respect to the strict enforcement of these rules  
as applied to students now in college, but that these  
rules shall be clearly printed in the new catalog and  
shall apply strictly to all students entering college  
after this college year.





38-5  
Indexed

REPORT OF SPECIAL COMMITTEE ON STUDENT EXPENSES.

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The Committee appointed consisted of Messrs. Preston, Howe, and Damon.

The Faculty Committee appointed consisted of Dean Mills, Treasurer Kenney, and Dr. Paige.

On Mr. Damon's retirement from the Board, Mr. Frost was asked to take his place until further action by the Trustees.

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PRESENT: Messrs. Preston, Howe, Kenney, Dr. Paige, and President Butterfield.

President Butterfield presented a statement of questions that should be taken up by the Committee. It was

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  - b. Rooms in private houses, as compared with dormitory rooms ?



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3. What effect does student labor have upon class work ?
4. What is the general testimony of Heads of Departments, relative to the efficiency of student labor ?
5. Is the money contributed by students to various College activities used in the best possible way ?
6. Can there be developed new opportunities for student labor in the College ?
7. Can vacation labor for students at the College be increased ?
8. Can vacation labor on private farms, partly for financial support, and partly for educational value, be increased ?
9. Are there further opportunities for work by students about the College, or on neighboring farms ?
10. Can there be developed a system of loans to senior students, or other students ?
11. Can a plan of scholarships to seniors be developed, by using them more freely as student assistants, as is now done in the English Department, and in the Military Department ?
12. Is it desirable to charge a small tuition to all students, offering scholarships to students who need financial aid ?



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Mr. Preston - tuition, scholarship, money loans.

Mr. Wheeler - student expenditures.

Mr. Howe - student labor.





## Memorandum

Dept. President's Date, June 28, 1912  
To K.L.B.  
Subject: Vote of Trustees.

At a meeting held in Boston, January 8, 1909, on recommendation of President Butterfield, it was

VOTED: To appoint a special committee of three to act with a committee to be appointed by the Faculty, to consider the whole question of student finances at the College, and report at a future meeting of the Trustees.

The committee appointed consisted of Messrs. Preston, Howe, and Damon.

At a meeting of the special committee held in Amherst, September 29, 1911, it was

VOTED: That Mr. William Wheeler fill the vacancy of the special committee of the Trustees on Student Expenses, caused by the retirement from the Board of Trustees of Mr. Samuel C. Damon.

Signed, \_\_\_\_\_



1,2-2  
Indexed

MINUTES OF MEETING OF SPECIAL COMMITTEE ON COLLEGE  
PAYROLL AND BUSINESS MANAGEMENT.

At the Annual Meeting of the Trustees January 8, 1909,  
it was

VOTED: That Messrs. Gleason, Bowker, and Preston, be  
a Special Committee to take in charge the mat-  
ter of the College payroll, and the general  
matter of business management.

The Committee met, with all members present, at the  
office of the President of the College, Thursday, March  
17, 1910. President Butterfield and Treasurer Kenney were  
also present.

President Butterfield made a general statement in  
regard to the need of a more thorough organization of the  
business management of the institution, and there was a  
general discussion on a number of points thus brought out.

The President brought to the attention of the Commit-  
tee a vote of the Trustees taken January 7, 1910, that the  
matter of charges for labor and teams for the Farm and  
Horticultural Departments be referred to the Special Com-  
mittee on Payroll and Business Management. After discus-  
sion, it was

VOTED: That for inter-department work, the following  
schedule of charges should prevail:

For single team and man, 30¢ an hour.  
For double team and man, 40¢ an hour.  
Other labor at actual cost to the department.  
(The time should be reckoned on the basis  
of cost of service to the Department.)



The Treasurer reported the method of auditing by the State Auditor, and expressed the view that a much more thorough and frequent auditing should prevail. After discussion, it was

VOTED: To request the Finance Committee to ask the Auditor of the Commonwealth to provide for a thorough monthly audit, under his supervision.

It was

VOTED: That it was the sense of the Committee that the closest cooperation between departments should prevail in all business matters, especially in producing for use at the Dining Hall, and for other departments of the College.

The President and Treasurer were requested to develop a definite plan for this cooperation, and to present it at a future meeting of the Committee.

It was expressed as the sense of the Committee that the Treasurer should determine inter-department charges, or prices, in case of a failure of the department to agree.

It was

VOTED: That the President and Treasurer be asked to present to the Committee a statement containing a list of all College employees, to include also students employed, which shall show the amounts received by each, the kind and amount of work performed, vacation privileges, etc., and to accompany this statement with recommendations concerning more definite organization of the conditions of employment.

It was

VOTED: That in the opinion of the Committee, the Treasurer should be the custodian of all College property, and that the President and Treasurer be asked to develop a plan providing for a closer supervision of this property, and report the same to the Committee.



MINUTES OF SPECIAL COMMITTEE ON PAYROLL AND BUSINESS

MANAGEMENT.

Office of the President of the College, Saturday,  
September 30, 1911, 9:00 a.m.

---

PRESENT: Messrs. Bowker and Preston.

President Butterfield raised the following question:  
Is it desirable to divide up the work of the committee,  
assigning to each member of the committee certain subjects ?

It was

VOTED: That this be done, and that the President be  
requested to make the assignments.

President Butterfield asked if it would be agreeable  
to the committee if the various subjects on which the  
President's office had accumulated material should be  
presented to the administrative officers of the institu-  
tion. It was

VOTED: As the sense of the committee that the college  
officers of administration be asked to con-  
sider all these matters with some care, and,  
if possible, to make definite recommendations  
to this special committee on payroll and busi-  
ness management.





MINUTES OF SPECIAL COMMITTEE ON PAYROLL AND BUSINESS MANAGEMENT.

Office of the President of the College, Saturday,  
September 30, 1911, 9:00 a.m.

PRESENT: Messrs. Bowker and Preston.

President Butterfield raised the following question:

Is it desirable to divide up the work of the committee,  
assigning to each member of the committee certain subjects?

It was

VOTED: That this be done, and that the President be  
requested to make the assignments.

President Butterfield asked if it would be agreeable  
to the committee if the various subjects on which the Presi-  
dent's office had accumulated material should be presented  
to the administrative officers of the institution. It was

VOTED: As the sense of the committee that the college  
officers of administration be asked to consider  
all these matters with some care, and, if pos-  
sible, to make definite recommendations to this  
special committee on payroll and business manage-  
ment.



MINUTES OF TRUSTEES' COMMITTEE ON FINANCE.

Hotel Bellevue, Boston, January 6, 1916, at 6:30 pm.

---

PRESENT: Messrs. Gleason, Bowditch, Ellis, Hosmer,  
Mortimer, and President Butterfield;  
Treasurer Kenney was also present.

The Treasurer presented his annual report for the  
year ended November 30, 1915, and it was

VOTED: To accept the Treasurer's report as presented  
and to recommend its approval by the Trustees.

Treasurer's  
Report.

The President presented the various apportionments  
for the year ending November 30, 1916, and it was

VOTED: To endorse and recommend to the Trustees the  
apportionments as presented for the College,  
Extension Service and Short Courses, and  
Experiment Station.

VOTED: To accept the following resignations of clerks:

Resignations

Miss Mabel R. Case, First Clerk, Extension Service,  
Jan. 15, 1916.  
Miss Dorothy Tyacke, Stenographer, Treasurer's Office,  
Oct. 26, 1915.  
Miss Dorothy Smith, Clerk, Dept. of Floriculture,  
Dec. 10, 1915.  
Miss Anne Butler, Library Assistant, November 13, 1915.  
Miss Bertha Brockhaus, Clerk, Pres. Office, Dec. 31, 1915.

VOTED: To endorse the following appointments:

Appointments.

Mr. Elbert L. Arnold, Extension Service, successor to  
Miss Case, Salary \$1000. per year, to take effect Jan.  
1916.  
Miss Louise G. Davidson, Telephone Operator, salary  
\$480. to take effect November 15, 1915.  
Miss Vivian Roy, Library Assistant, salary \$660. to take  
effect November 29, 1915.  
Miss Eleanor Barker, Clerk, Dept. of Floriculture,  
salary \$600. to take effect December 13, 1915.  
Miss I. A. Martin, Stenographer, Treasurer's Office,  
salary \$540. to take effect October 25, 1915.  
Mr. Alexander Smart, Assistant to the Commandant,  
salary \$480. to take effect November 2, 1915.



VOTED: To authorize the Treasurer to enter into a contract with Jacob Reed & Sons for student drill suits for delivery in the autumn of 1916.

Contract,  
J. Reed & Sons.

The following Executive Orders were confirmed:

1. The collection of an annual fee from students amounting to \$3.50; \$1.00 for the Social Union, and \$2.50 for non-athletic student activities.
2. The payment to Mr. W.C. Langdon of \$250. during the summer of 1915 for services and expenses on account of a preliminary study of the pageant for 1917.

Student Fee.

Fee to W.C.  
Langdon.

VOTED: To approve the following Executive Order relative to travel and to recommend its adoption by the Trustees.

1. Outside of the State:- All accounts against the institution for travel outside of the state by members of the Staff, whether chargeable against "College travel" or against other funds, will be paid by the Treasurer only on approval of the President, and in accordance with the proper requisition also approved by the President prior to the trip for which expense is incurred.
2. Inside the State:- (a) Travel bills for trips inside the state, chargeable against "College travel" will be subject to rule 1. (b) Travel bills chargeable to Experiment Station, Extension Service, or department funds, require only the approval of the Proper Director or department head, and should be preceded by the usual requisition to the Treasurer.
3. This order abrogates no Trustee rule with reference to travel, except the one requiring that all travel shall be approved by the President in advance.

Travel.

Meeting adjourned.





MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON FINANCE.

President's Office, M.A.C., May 26, 1916, at 9:00 p.m.

PRESENT: Messrs. Gleason, Bowditch, Hosmer, Mortimer, Pollard, and President Butterfield; Treasurer Kenney was also present.

It was

VOTED: To promote Mr. Thomas Butterworth to the position of Engineer.

Thomas Butterworth: Promotion.

It was

VOTED: To authorize the Treasurer to make a suitable adjustment of work between Mr. Newton Wallace and Mr. Thomas Butterworth.

T. Butterworth and N. Wallace.

It was

VOTED: To recommend to the Trustees the following salary increases on Administration account:

| Name:            | Position:              | Present Salary: | New Salary:                     |
|------------------|------------------------|-----------------|---------------------------------|
| Edward M. Lewis, | Dean,                  | \$2750.         | \$4000. (Full time service MAC) |
| Fred C. Kenney,  | Treasurer,             | 3600.           | 3800.                           |
| Ralph J. Watts,  | Secretary,             | 2000.           | 2200.                           |
| James A. Foord,  | Head of Div. of Agri., | 3200.           | 3350.                           |

Professor H.E. Robbins appeared before the Committee and stated the financial situation relative to the 1916 Index. He also discussed the financial difficulty existing between Mr. H.T. Whitney of the senior class and the Chas. Elliott Company of Philadelphia. No action was taken, but it was agreed that Professor Robbins, Mr. L.E. Fielding, Manager of the 1916 Index, and Mr. H.T. Whitney should appear before the Trustees May 27 to further discuss the situation.

It was

VOTED: To recommend to the Trustees salary increases for clerks and others as follows:



| Name: | Rank: | Department: | Present Salary: | New Salary: |
|-------|-------|-------------|-----------------|-------------|
|-------|-------|-------------|-----------------|-------------|

ADMINISTRATION:

|                   |               |                |         |         |
|-------------------|---------------|----------------|---------|---------|
| Miss O.M.Turner,  | Clerk,        | Reg.Office,    | \$ 720. | \$ 780. |
| Miss I.A.Martin,  | Stenographer, | Treas.Office,  | 600.    | 660.    |
| Miss E.F.Bishop,  | Clerk,        | Treas.Office,  | 600.    | 660.    |
| Mr.J.K.Broadfoot, | Cashier,      | Treas.Office,  | 1000.   | 1200.   |
| Mrs. Mary Shores, | Clerk,        | Dean's Office, | 720.    | 780.    |

INSTRUCTION:

|                      |               |                     |      |      |
|----------------------|---------------|---------------------|------|------|
| Miss E. Barker,      | Clerk,        | Horticulture,       | 600. | 720. |
| Miss L.G.Davidson,   | Tel.Operator, | Agriculture,        | 480. | 530. |
| Miss E.L.Houghton,   | Clerk,        | Microbiology,       | 720. | 780. |
| Miss L.M.Damon,      | Cataloguer,   | Library,            | 900. | 960. |
| Miss E.M.Turner,     | Assistant,    | Library,            | 600. | 660. |
| Miss Vivian Roy,     | Assistant,    | Library,            | 660. | 720. |
| Miss Lena Chapman,   | Assistant,    | Library,            | 660. | 720. |
| Miss H.C.Pomeroy,    | Clerk,        | Floriculture,       | 600. | 660. |
| Miss G.E.Gallond,    | Clerk,        | Dairying,           | 360. | 390. |
| Miss Marion Guertin, | Sten.(Clerk)  | Beekeeping,         | 660. | 720. |
| Miss Alice Gilbert,  | First Clerk,  | Div.of Agriculture, | 780. | 840. |

EXPERIMENT STATION:

|                    |               |                    |      |      |
|--------------------|---------------|--------------------|------|------|
| Miss Ethel Felton, | Stenographer, | Director's Office, | 720. | 780. |
| Miss R.L.Mellor,   | Clerk,        | Chemistry,         | 720. | 780. |
| Miss M.P.Curry,    | Clerk,        | Poultry Husbandry, | 660. | 720. |

EXTENSION SERVICE:

|                     |               |                      |       |       |
|---------------------|---------------|----------------------|-------|-------|
| Elbert L.Arnold,    | Chief Clerk,  | Director's Office,   | 1000. | 1100. |
| Miss C.B.Grover,    | Clerk,        | Director's Office,   | 720.  | 780.  |
| Miss E.E.Mooney,    | Stenographer, | Poultry Husbandry,   | 600.  | 660.  |
| Miss A.B.Wentworth, | Stenographer, | Farm Administration, | 600.  | 660.  |
| Miss P.J.Cogswell,  | Stenographer, | Agri. Education,     | 540.  | 600.  |
| Miss Helena Keiber, | Stenographer, | Corr. Courses,       | 600.  | 660.  |
| Miss L.W.Hager,     | Clerk,        | Agr. Economics,      | 330.  | 360.  |
| Miss G.E.Gallond,   | Clerk,        | Dairying,            | 360.  | 390.  |
| Miss L.S.Hadfield,  | Clerk,        | Director's Office,   | 600.  | 660.  |

STAFF OF MAINTENANCE AND OPERATION:

|                  |                               |       |       |
|------------------|-------------------------------|-------|-------|
| John J.Barber,   | Farm Superintendent,          | 1200. | 1300. |
| L.S.Dickinson,   | Foreman of Grounds,           | 1200. | 1300. |
| T.F.Butterworth, | Assistant Engineer (Engineer) | 1500. | 1600. |
| James Whiting,   | Foreman, Greenhouses,         | 1100. | 1200. |

Mr. R.F.Taber and Mr.C.H.Gould of the senior class appeared and explained the difficulty of the class in collecting taxes from certain members. No action was taken.





It was

VOTED: To refer to the Trustees without recommendation the consideration of the following:

1. Salary increases on Instruction, Experiment Station and Extension Service accounts.
2. New Positions for 1916.
3. The transfer of \$10,000. for equipment and improvements from current to special account.

It was

VOTED: To recommend to the Trustees that hereafter Experiment Station salary increases become effective September 1.

Experiment  
Station:  
Salary  
Increases.

It was

VOTED: To refer to the President with power the question of occasional increases in salary for graduate assistants to become effective at the end of one year's service provided this date falls other than on August 31.

Salaries of  
Graduate  
Assistants.

It was

VOTED: That Mr. Clarence A. Jewett be allowed a month's vacation with pay in 1916, and that each succeeding year he be allowed two weeks' vacation with pay.

C.A. Jewett,  
Vacation.

It was

VOTED: That Mr. Thomas Butterworth be allowed two weeks' vacation with pay each year.

Thos. Butter-  
worth: Vacation

It was

VOTED: To approve compensation for Summer School service in accordance with the following schedule:

Summer School  
Salaries.

COMPENSATION FOR SUMMER SCHOOL INSTRUCTION FOR 1916.

Recommended by Committee on Extension Service.

| Name :                 | Amount:         |
|------------------------|-----------------|
| C.J. Maynard, .....    | \$200. & travel |
| Earl Jones, .....      | 100.            |
| J.C. McNutt, .....     | 100.            |
| W.P.B. Lockwood, ..... | 100.            |
| Samuel Coons, .....    | 40.             |
| J.C. Graham, .....     | 130.            |



| Name:  | Amount:      |
|--|--------------|
| J.A.Foord, .....                               | \$ 50.       |
| W.W.Chenoweth, .....                           | 130.         |
| A.S.Thomson, .....                             | 230.         |
| A.H.Nehrling, .....                            | 100.         |
| W.D.Clark, .....                               | 100.         |
| F.A.Waugh, .....                               | 50.          |
| C.A.Peters, .....                              | 150.         |
| F.A.McLaughlin, .....                          | 50.          |
| A.V.Osmun, .....                               | 100.         |
| H.T.Fernald, .....                             | 200.         |
| B.N.Gates, .....                               | 50.          |
| F.W.Reid, .....                                | 150.& travel |
| Ernst Hermann, .....                           | 200." "      |
| Ida E. Hall, .....                             | 50." "       |
| W.R.Hart, .....                                | 55.          |
| A.E.Cance, .....                               | 30.          |
| Samuel R.Parsons, .....                        | 75.          |
| Leone E.Smith, .....                           | 100.         |
| 3 monitors to be chosen for Boys' Camps, ..... | 100.(est.)   |
| H.Higginbotham, .....                          | 50.          |
| F.Josephine Hall, .....                        | 75.&travel.  |
|  | \$2765.      |

The President reported that he had not complied with the instructions of this Committee relative to conferring with Dr. David Snedden concerning the bill for automobile hire submitted by Mr. R.W. Stimson.

Bill of Mr.  
R.W.Stimson.

It was

VOTED: To direct the President to confer with members of the Staff relative to unwarranted or excessive expense on account of travel to be paid for from funds of the institution.

College  
Travel.

It was

VOTED: That bills submitted by officers of the institution for the banquet held in the winter of 1916 by the Eastern States Exposition at Springfield be not paid.

Banquet  
Bills.

It was

VOTED: To leave with the Treasurer, in consultation with the Chairman of this Committee and the President, the question of any modification in the present plan of handling parcel post mail delivered at the college.

Mail.





MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON FINANCE.

President's Office, June 19, 1916, at 8:45 p.m.

PRESENT: Messrs. Ellis, Bowditch, Hosmer, Pollard,  
President Butterfield; Treasurer Kenney was  
also present.

In the absence of Mr. Gleason, Mr. Ellis was chosen  
Acting-Chairman.

Mr. Kenney presented a statement of the terms on  
which Miss Ora L. Kennedy would assume responsibilities as  
manager of the dining hall in place of Mr. Chesley, and it  
was

VOTED: To approve the following plan for the engagement  
of Miss Ora L. Kennedy: services to begin Sept.  
1, 1916; title to be Manager of the Dining Hall;  
salary to be \$1200. per year for a minimum at-  
tendance of 300; to receive 10¢ per capita per  
week for all over 300; lunch room attendance to  
be figured on the same basis as regular boarders;  
to receive two weeks' vacation with pay in August  
of each year; perquisites: board and room for  
self and mother and a reasonable number of guests.  
Contract can be terminated when either party is  
dissatisfied. No extra compensation will be al-  
lowed for special service rendered in connection  
with extra dinners and luncheons.

Miss O.L.  
Kennedy:  
Terms of  
Employment.

It was

VOTED: To leave to the Chairman of this Committee and the  
Treasurer the investment of the Sessions Fund.

Sessions  
Fund.

It was the sentiment of the Committee that this  
fund should be left in the Savings Bank or invested in securi-  
ties approved by the Savings Bank.

On motion of Mr. Bowditch it was

VOTED: That the terms of agreement with D. Whiting & Co.,  
for the purchase of milk by them be hereafter  
based on a formal contract, and that in this con-  
tract there be included a clause instructing the  
Treasurer to draw against the Whiting Company  
whenever a bill due from them is not paid within  
thirty days after it has become due.

Milk.



On motion of Mr. Bowditch it was

VOTED: That milk for the table at the dining hall be supplied by the farm dairy at six cents per quart beginning September, 1916.

Several members of the faculty appeared, and stated the reasons for additional instruction or for additional clerical assistance as follows:

| Professor:       | Need:   |
|------------------|---|
| J. B. Lindsey,   | Graduate Assistant,                                   |
| C. E. Marshall,  | Graduate Assistant,                                   |
| J. B. Paige,     | Graduate Assistant,                                   |
| W. R. Hart,      | Graduate Assistant,                                   |
| S. B. Haskell,   | Graduate Assistant,                                   |
| C. S. Hicks,     | Clerk,  |
| John Phelan,     | Student Assistant, and Clerk half time.               |
| P. B. Hasbrouck, | Clerk,  |
| J. C. Graham,    | Instructor in Poultry Husbandry, and Clerk half time, |
| W.P.B. Lockwood, | Graduate Assistant, and Clerk.                        |
| A. H. Nehrling,  | Instructor, or extra graduate assistant.              |
| C. R. Green,     | Clerk,  |

A letter was also received from Dean Lewis explaining the need of an assistant in English, and urging that funds be provided for student advisers.

The Committee discussed at length the instruction budget for next year, and on motion of Mr. Bowditch it was

VOTED: To authorize the President to carry out the vote of the Trustees of May 27, 1916, relative to new men as follows, but that the total to be expended shall, if possible, represent a total amount of approximately \$1000. less than the total provided in Trustees' vote of May 27, 1916:

New Positions  
1916-17.

|  |                |
|--|----------------|
| 1. Instruction in freshman agriculture, .....  | \$4000.        |
| 2. Field Agent, .....  | 1000.          |
| 3. Instructor in agrieconomics, in lieu of assistant<br>and graduate assistant, no extra cost, ..... | ----           |
| 4. Assistant in English, .....   | 900.           |
| 5. Instructor in floriculture, in lieu of grad.assistant, .....                                      | 700.           |
|  | <u>\$6600.</u> |



|  |              |
|--|--------------|
| 1. Additional clerks, .....              | \$2400.      |
| 2. Additional graduate assistants, ..... | 3000.        |
| 3. Student advisers, .....               | <u>1000.</u> |
|  | \$6400.      |





MINUTES OF MEETING OF TRUSTEES COMMITTEE ON FINANCE.

Hotel Bellevue, Boston, January 4, 1917, at 6:30 p.m.

---

PRESENT: Messrs. Gleason, Bowditch, Ellis, Hosmer, Pollard, and President Butterfield; Treasurer Kenney was also present.

Director Hurd appeared before the Committee and presented statements relative to the payment of Mr. W.C. Langdon, Pageant Master, and presented also the details of proposed expenses of the 1917 celebration; after discussion it was

VOTED: That Mr. W.C. Langdon be paid at the rate of \$125. per month until after the pageant is produced, at which time the balance of the amount due him for producing the pageant be paid. Payment of Mr. W.C. Langdon

VOTED: To approve the accompanying budget of proposed expenses for the 1917 celebration, and to recommend the same to the Trustees. Budget, 1917 Celebration.

The President presented budgets and apportionments for College, Experiment Station, Extension Service and Short Course expenditures for the ensuing year, and it was

VOTED: To approve the budgets and apportionments as submitted for College, Extension Service and Short Course expenditures for the year ending November 30, 1917, and to recommend the same to the Trustees. Budgets.

VOTED: To approve the budget and apportionment as submitted for Experiment Station expenditures for the year ending November 30, 1917, subject to such minor modifications as may be made by the Committee on Experiment Department, and to recommend the same to the Trustees. Budget of Experiment Station.

The Treasurer presented his annual report for the last fiscal year, and it was

VOTED: To approve the report as presented by the Treasurer for the year ended November 30, 1916, and to recommend its adoption by the Trustees. Report of the Treasurer



The President explained a plan developed by Prof. Hart whereby certain students would do practice teaching in Hadley, Northampton, and other towns. It was

Plan of  
Practice  
Teaching  
for  
Students.

VOTED: To leave to the President the further arrangements necessary to carry out this project.

On recommendation of the Committee on Extension Service it was

VOTED: To recommend to the Trustees that from date of February 1, 1917, the salary of F.A.C. Smith be \$2000. per year.

Salary,  
F.A.C. Smith

VOTED: To recommend to the Trustees that for regular and unclassified students entering the College on and after September 1, 1917, from outside of Massachusetts, the tuition charge be \$60. per year.

Tuition  
Charge -  
Unclassified  
Students.

VOTED: To recommend to the Trustees that from September 1, 1917 the salary of Miss Edna Sanders, Bookkeeper, be \$840. per year, provided she will agree to remain at least one year from that date.

Salary,  
Miss Edna  
Sanders

VOTED: To recommend to the Trustees that from January 1, 1917 the salary of Miss Alice M. Howard be \$900. per year.

Salary,  
Miss Alice  
Howard.

VOTED: To establish the following rates for horse and man labor on interdepartment charges: \$4.50 per day of nine hours for double team and one man; \$3.25 per day of nine hours for single team and man.

Rates of  
Horse and  
Man Labor

Meeting adjourned.



PROPOSED BUDGET FOR 1917 CELEBRATIONOctober, 1917Budget of  
1917  
Celebration.General Expenses

|   |          |         |
|---|----------|---------|
| Printing, - - - - -                       | - \$250. |         |
| Postage, - - - - -                        | - 75.    |         |
| Traveling Expenses of Speakers, - - - - - | - 200.   |         |
| Two Luncheons to Delegates, - - - - -     | - 400.   |         |
| Miscellaneous, - - - - -                  | - 275.   | \$1200. |

Athletics

|   |        |      |
|---|--------|------|
| Intramural Meet, - - - - -                | - 400. |      |
| Possible Deficit Football game, - - - - - | - 400. | 800. |

History:

|                                    |         |       |
|------------------------------------|---------|-------|
| Preparation and Printing - - - - - | - 1000. | 1000. |
|------------------------------------|---------|-------|

|                                |        |      |
|--------------------------------|--------|------|
| <u>Bibliography:</u> - - - - - | - 600. | 600. |
|--------------------------------|--------|------|

Pageant:

|                                 |       |       |
|---------------------------------|-------|-------|
| Salary Master, - - - - -        | 2000. |       |
| Composer of Music, - - - - -    | 500.  |       |
| Designer of Color, - - - - -    | 250.  |       |
| Orchestra, - - - - -            | 500.  |       |
| Copying of Music, - - - - -     | 50.   |       |
| Costumes, - - - - -             | 750.  |       |
| Poster, - - - - -               | 100.  |       |
| Publicity, - - - - -            | 500.  |       |
| Grandstand, - - - - -           | 1000. |       |
| Miscellaneous, - - - - -        | 350.  | 6000. |
| Insurance on Pageant, - - - - - | 600.  | 600.  |

|                 |          |
|-----------------|----------|
| Total - - - - - | \$10200. |
|-----------------|----------|

|                            |         |
|----------------------------|---------|
| <u>Estimated Receipts:</u> | \$5400. |
|----------------------------|---------|

|                    |          |
|--------------------|----------|
| Balance, - - - - - | \$ 4800. |
|--------------------|----------|

\* probably should say "Pageant Master"





MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON FINANCE.

Hotel Bellevue, Boston, April 13, 1917, at 6:00 p.m.

---

PRESENT: Messrs. Gleason, Bowditch, Ellis, Hosmer, Mortimer, Pollard and President Butterfield; Treasurer Kenney was also present.

It was

VOTED: To accept the resignations of Miss Edna M. Sanders, Bookkeeper, and Miss Eleanor Bishop, Clerk, in the Treasurer's Office.

Edna M. Sanders,  
Eleanor Bishop,  
Resignations.

It was

VOTED: To recommend to the Trustees the appointments of Miss Alice E. Gustafson, Bookkeeper, salary \$840., and Miss Elizabeth Stracham, Clerk, in the Treasurer's Office, salary \$660. per year.

Miss Alice E.  
Gustafson,  
Elizabeth  
Stracham,  
Appointments.

The Treasurer raised the question of remitting tuition for the present term to out-of-state students planning to enter the reserve officers' training corps.

Tuition,  
Remitting of.

After discussion it was

VOTED: To dismiss this question.

It was

VOTED: To allow an overdraft on the Athletic Association account not to exceed \$1000. to October 1, 1917.

Athletic  
Association.

It was

VOTED: To leave to the discretion of the President the question of imposing fines on students delinquent in registration.

Student  
Fines.

The President reported on the organization of an alumni endowment committee. It was the opinion of the Committee that such an organization is desirable, and that special projects involving gifts to the College be submitted to the Trustees for approval in such cases as appear to represent new policies.

Alumni Endow-  
ment Committee





It was

VOTED: To recommend to the Trustees that the salary of Mr. Charles R. Green be \$2250. from September 1, 1917, and \$2500. from September 1, 1918.

C.R. Green,  
Salary.

It was

VOTED: That teachers giving summer instruction away from Amherst be allowed traveling expenses and \$10. per week for living expenses.

Summer  
Instruction,  
Expenses.

It was

VOTED: To ratify the action of the President in placing the name of Mr. Newton Wallace on the retiring list at \$520. per year beginning February 1, 1917.

Newton Wallace,  
Retirement.

The Treasurer reported on the financial condition of the College under date of March 31, 1917.

The President discussed the question of salary increases for the ensuing year, and it was

VOTED: To refer to the Trustees without recommendation the question of salary increases for the coming year.

Salary  
Increases.

It was

VOTED: To endorse the recommendation of the Committee on Buildings and Grounds for the purchase of the Angus land, involving the use from May 1 to December 1, 1917 of a portion of the income from the trust funds.

Angus Land.  
Purchase.

Meeting adjourned.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON FINANCE.

President's Office, M.A.C., October 11, 1917, at 7:30 p.m.

PRESENT: Messrs. Bowditch, Ellis, Hosmer, Pollard and President Butterfield; Treasurer Kenney was also present.

In the absence of the Chairman, Mr. Bowditch was elected Chairman pro tem.

On motion of Mr. Ellis, it was

VOTED: To authorize the payment of the expenses of Professor J. C. McNutt to accompany the student stock judging team to the National Dairy Show at Columbus, Ohio, in 1917.

Travel of  
Prof. McNutt  
to National  
Dairy Show

The Treasurer reported on the coal saving program and on coal shipments.

Coal Saving  
Program

On motion of Mr. Ellis, it was

VOTED: That the present allowance of seven cents per mile be continued for the use of personally owned automobiles when used in College service, and in addition that there be allowed from this date garage expenses away from Amherst.

Automobile  
Allowance

It was

VOTED: To recommend to the Trustees that there be created the position of Clerk at the Power Plant, and that Miss Noella Duval be elected to this position at a salary of \$600. per year from date of December 1, 1917.

Clerk at  
Power Plant

The Treasurer presented a statement concerning the deficit in the Dining Hall account.

On motion of the President it was

VOTED: To recommend to the Trustees that either the Finance Committee or a special committee be asked to discuss with Faculty, alumni, and students the advisability of the college abandoning a Dining Hall managed by the College, and to make a report with recommendations at the January, 1918 meeting of the Trustees.

Special  
Committee  
on Dining  
Hall

The President submitted a letter from Miss Levensaler, resident nurse at the Infirmary, requesting extra compensation or more liberal perquisites. It was



VOTED: To leave to the President and Dr. Marshall with power the adjustment of the Infirmary situation.

Infirmary  
Situation

On motion of Mr. Hosmer it was

VOTED: That the College pay the rental of a telephone in Professor Hicks' apartments during that portion of the present year when the College is in session.

Telephone  
for Prof.  
Hicks

The President reported that he had authorized the settlement with the Government for a shortage in certain military stores for which the College is responsible, the amount being approximately \$200.

Shortage in  
military  
stores

On motion of Mr. Ellis, it was

VOTED: To recommend to the Trustees the following arrangement relative to the payment of Mr. Langdon, Pageant Master:

1. The College to pay Mr. Langdon \$250. of the \$500. which would normally be due him at this time if the Pageant had been produced.
2. When the Pageant is produced Mr. Langdon will come to Amherst to work on the preparation two months before the performances.
3. The sum of \$500. will be paid Mr. Langdon for this service.
4. This \$500. will be paid, \$150. two months before, \$150. one month before, and \$200. within one week after the date of the last performance.

Financial  
Arrangements  
with Mr.  
Langdon

The President made a report on the expenses incurred on account of war emergency work, showing that the profit on account of extra planting undertaken would be approximately \$3000., and that the extra cost to the College on account of special services rendered would probably be \$7000.

War Emer-  
gency  
Expenses

On motion of Mr. Ellis, it was

VOTED: To be the sense of the Committee that the College should not accept the sum of \$1000. or any part thereof, guaranteed by the Public Safety Committee, to cover the cost of additional planting, and to leave to President Butterfield and Mr. Bowditch the question of seeking a reimbursement from the Public Safety Committee for extra expenses incurred for the State-wide program for increased production.





It was

VOTED: To recommend to the Trustees that no salary allowance, in lieu of vacation, be made to George W. Martin or Ralph M. Rutledge, who resigned from the teaching staff May 28 and May 14, 1917, respectively.

Vacation  
of G.W. Martin  
and R.M.  
Rutledge

The President reported that he had been unable to secure from the Attorney General a ruling on the question of the legality of the College paying members of its staff while engaged in military service.

Salary of  
members of  
the staff in  
military  
service

It was

VOTED: To recommend to the Trustees that Professor Hurd be allowed to serve the United States Department of Agriculture from August 1, 1917 to June 30, 1918, it being understood that Professor Hurd will take two months' vacation from July 1, 1918 to August 31, 1918, that this absence be construed as the leave of absence for Professor Hurd, formerly granted by the Trustees, and on the same terms; further, that the College will pay Professor Hurd's traveling expenses when asked to return to Amherst on institutional business.

Leave of  
absence of  
Prof. Hurd  
for work  
with U.S.D.A.

On motion of Mr. Hosmer, it was

VOTED: To recommend to the Trustees that extra compensation be paid Mr. A.D. Kilham as Acting Director of the Extension Service in the amount of \$50. per month from November 1, 1917 to August 31, 1918.

Extra com-  
pensation  
for A.D.  
Kilham

On motion of Mr. Pollard, it was

VOTED: To recommend to the Trustees that extra compensation be paid Miss Marie Sayles for additional service in the direction of emergency home economics work in the amount of \$50. per month from April 1 to August 31, 1917.

Extra com-  
pensation  
for Miss  
Sayles

On motion of Mr. Hosmer, it was

VOTED: To recommend to the Trustees that extra compensation be paid Mr. E.F. Damon for additional service in the direction of emergency marketing work in the amount of \$50. per month from November 1, 1917 to June 30, 1918.

Extra com-  
pensation  
for Mr.  
Damon

On motion of Mr. Hosmer, it was



VOTED: To recommend to the Trustees that extra compensation be paid Professor C.H.Patterson for additional service as Instructor in French in the amount of \$60. per month from October 1, 1917 to April 30, 1918. Extra compensation for Prof. Patterson

On motion of Mr. Pollard, it was

VOTED: To recommend to the Trustees that the President be authorized to employ student advisers for the ensuing College year and that they be allowed extra compensation on substantially the same basis as that paid those in 1916-17. Compensation for student advisers

It was

VOTED: To recommend to the Trustees that the salary of Mr. J.R.Alcock be at the rate of \$840. per year from December 1, 1917. Salary of J.R.Alcock

On motion of Mr. Ellis, it was

VOTED: To recommend to the Trustees that from December 1, 1917 the salary of Miss Ethel Felton be at the rate of \$840. per year with the title of Clerk and Editorial Assistant. Salary and title of Miss Felton

It was

VOTED: To recommend to the Trustees that for the coming year an additional clerk be employed in the Department of Poultry Husbandry at a salary of \$600. per year to take the place of a graduate assistant, that the clerk be paid \$480. from Station funds and \$120. from Instruction funds. Additional Clerk in Poultry Department

It was

VOTED: To recommend to the Trustees that the salary of Miss Laura Hager be \$750. per year from date of December 1, 1917. Salary of Miss Hager

On motion of Mr.Hosmer, it was

VOTED: To recommend to the Trustees the approval of the action of the President in establishing the salary of Miss Helen Pomeroy at the rate of \$780. per year from date of December 1, 1917. Salary of Miss Pomeroy

On motion of the President, it was

VOTED: That from October 1, 1917 to June 30, 1918 the salary of Mrs. Mary I.Shores be at the rate of \$840. per year. Salary of Mrs.Shores

On motion of Mr.Hosmer, it was



VOTED: To recommend to the Trustees the confirmation of the action of the President in authorizing the establishment of a new position of Assistant in Agricultural Economics in the Experiment Station, and the appointment thereto of Mr. S.H.DeVault at a salary of \$1100. per year from September 1, 1917.

New position  
in Dept.of  
Agric.Econ.  
and appoint-  
ment of S.H.  
DeVault

On motion of Mr. Pollard, it was

VOTED: To recommend to the Trustees that the salary of Miss Lorian P.Jefferson be at the rate of \$1800. per year from October 1, 1917.

Salary of  
Miss Jefferson

It was

VOTED: To recommend to the Trustees that at his request the leave of absence from April 1 to December 31, 1917 of Dr. A.E.Cance be withdrawn.

Leave of  
absence of  
Dr. Cance

On motion of Mr. Hosmer, it was

VOTED: To leave to the President with power the question of possible leave of absence of Professor W.L. Machmer for emergency marketing work.

Leave of  
absence of  
Prof.Machmer  
for emergency  
marketing work

It was

VOTED: To recommend to the Trustees that extra compensation be paid Mr. Lawrence S. Dickinson for additional service in the Department of Physical Education in the amount of \$35. per month from October 1, 1917 to April 30, 1918.

Extra com-  
pensation for  
L.S.Dickinson

It was

VOTED: To recommend to the Trustees that there be left to the President with power the question of salary for Mr. A.G.Lunn, Extension Instructor in Poultry Husbandry, in case a prompt decision is required.

Salary of  
A.G.Lunn

Meeting adjourned.





MINUTES OF TRUSTEES' COMMITTEE ON FINANCE.

Indexed

Hotel Bellevue, Boston, Mass., January 3, 1918.

The meeting was called to order at 5 p.m.

PRESENT: Messrs. Gleason, Bowditch, Ellis,  
Hosmer, Mortimer, Pollard, and  
President Butterfield.

The printed report of the Treasurer was presented, covering the fiscal year ending November 30, 1917, but due to the absence of Mr. Kenney it was not considered in detail.

Report of the  
Treasurer  
1917

The President submitted the proposed budget and apportionment for 1917-18. After discussion, it was

VOTED: To recommend to the Trustees the adoption of the budgets and apportionments as presented for the Experiment Station and the Extension Service for the ensuing year.

Budgets and  
apportion-  
ments for  
Exp. Station  
and Ext. Serv.

VOTED: To refer to the Trustees without recommendation the budget and apportionment of college funds as submitted for the ensuing year.

College bud-  
get and  
apportionment.

The President presented a petition signed by practically all members of the clerical staff of the College requesting a general increase in their salaries, and it was

Salary  
increases for  
clerical  
staff.

VOTED: To recommend to the Trustees that beginning January 1, 1918 and continuing one year, an increase of 10 per cent. per month be made in the salaries of the clerks.

The President submitted a schedule indicating the amounts of special appropriations which could be used advantageously by the College for war emergency work and for additional maintenance required during the

War emergency  
appropria-  
tions.





war. After discussion and on motion of Mr. Hosmer,  
it was

VOTED: To recommend to the Trustees that  
Mr. Ellis, Mr. Bowditch, and the  
President present to the Public  
Safety Commission the question of  
reimbursement for funds spent by the  
College in 1917 for war emergency  
work and of suitable provision of  
funds for similar work in 1918.

Reimburse-  
ment by  
Public  
Safety  
Commission.

Meeting adjourned,

Ralph J. Watts, Clerk.



MINUTES OF MEETING OF TRUSTEES' COMMITTEE ON FINANCE.

President's Office, Amherst, Mass., Oct. 1, 1918, at 7:00 p.m.

PRESENT: Messrs. Bowditch, Ellis and President Butterfield; Mr. Kenney and Dean Lewis were also present.

The Treasurer reported on the results of the investigation by a representative of the War Department relative to housing facilities for S.A.T.C. men, and it was

S.A.T.C. Men  
Housing

VOTED: To refer to the Trustees, without recommendation, the question of expending approximately \$5,000. for the construction of a guard house and for the installation of additional toilet facilities, made necessary by the Student Army Training Corps.

Guard House

The Treasurer also reported on the following subjects:

1. Arrangements which have been made with the Kappa Sigma and Phi Sigma Kappa Fraternities for the use of their houses as girls' dormitories.
2. The application to this college of certain State laws applying to all state institutions.
3. Comparative disbursements for the first nine months of the fiscal years 1916, 1917 and 1918.

Kappa Sigma  
Phi Sigma  
Kappa Frater-  
nity Houses

State Laws

Comparative  
Disbursements

It was

VOTED: To recommend to the Trustees that the annual dues of President Butterfield, as a member of the Boston City Club, be paid by the College, it being understood that the entrance fee to the Club will be paid by the President.

Boston City  
Club  
Dues

VOTED: To recommend to the Trustees that the sum of \$75. be paid Professor C.S. Hicks for additional instructional service in the department of Military Science during the year 1917-18.

C.S. Hicks  
Extra  
Compensation

VOTED: To refer to the Trustees, without recommendation, the question of the payment of salary of Mr. H.M. Gore, during October and November, 1917, while he attended the Officers' Training School at Plattsburgh.

H.M. Gore  
Extra Compen-  
sation

It was

VOTED: To confirm the action of the President in accepting the following resignations and making new appointments in the clerical staff:

Resignations  
Appointments



RESIGNATIONS:

| Name:          | Title:                             | Salary: | Date of Effect: |
|----------------|------------------------------------|---------|-----------------|
| M.I.Evens,     | Stenographer, Ext.Service,         | \$ 600. | July 8, 1918.   |
| M.E.Norton,    | Library Assistant,                 | 780.    | Sept. 11, 1918. |
| G.E.MacMullen, | Clerk, Dept. of Poultry Husbandry, | 600.    | Aug. 6, 1918.   |
| C.Parker,      | Clerk, Treasurer's Office,         | 720.    | Aug. 14, 1918.  |
| H.C.Pomeroy,   | Clerk, Dept. of Floriculture,      | 780.    | Oct. 31, 1918.  |
| E.M.Turner,    | Library Assistant,                 | 720.    | Aug. 17, 1918.  |
| A.B.Wentworth, | First Clerk, Div. of Agriculture,  | 780.    | Oct. 22, 1918.  |
| B.C.Whidden,   | Chief Clerk, Ext. Service,         | 1200.   | Sept. 15, 1918. |

NEW APPOINTMENTS:

|                |                                       |       |                 |
|----------------|---------------------------------------|-------|-----------------|
| R.L.Brooks,    | Clerk, Treasurer's Office,            | 720.  | Aug. 20, 1918.  |
| L.Clark,       | Library Assistant,                    | 850.  | Sept. 16, 1918. |
| V.Damon,       | Clerk, Extension Service,             | 600.  | Apr. 1, 1918.   |
| L.J.Delano,    | Library Assistant,                    | 850.  | Sept. 16, 1918. |
| A.I.Hamilton,  | Stenographer, Div. Rur. Soc. Science, | 600.  | May 1, 1918.    |
| C.B.Livermore, | Chief Clerk, Ext. Service,            | 1500. | Sept. 1, 1918.  |
| H.A.Martin,    | Clerk, Treasurer's Office,            | 720.  | Aug. 20, 1918.  |
| H.A.Phillips,  | Clerk, Extension Service,             | 720.  | Sept. 3, 1918.  |
| Ruby Sanborn,  | Clerk, Poultry Department,            | 720.  | Sept. 3, 1918.  |
| M.Sullivan,    | Clerk, Div. of Agriculture,           | 720.  | Sept. 1, 1918.  |
| Clara Swift,   | Stenographer, Extension Service,      | 600.  | July 1, 1918.   |

TRANSFERS:

|             |   |           |
|-------------|---|-----------|
| H.Parker,   | Stenographer, Ext. Service to Stenographer, Dean's Office, Sept. 1918.        |           |
| E.Robinson, | Clerk, Dept. of Beekeeping to Clerk, President's Office, Oct. 1, 1918.        | Transfers |
| V.Damon,    | Stenographer, Extension Service to Clerk, Div. of Horticulture, Oct. 1, 1918. |           |

The President presented various recommendations for salary increases. After discussion it was agreed to refer the question without recommendation to the Trustees.

Salary  
Increases

A similar decision was made with respect to the budget for current expenses in 1919.

Meeting adjourned;

R.J.Watts,  
Acting Secretary.







MINUTES OF JOINT COMMITTEE MEETING OF COMMITTEES ON FINANCE  
AND EXTENSION SERVICE.

Indexed

City Club, Boston, Massachusetts, October 9, 1918, at 1 p.m.

PRESENT: Messrs. Howe, Ellis, Bowditch, Gannon, Dewey, Pollard, Frost and President Butterfield. Dean Lewis and Director Hurd were also present.

Director Hurd presented the matter of securing an Extension Specialist in Fruit and Vegetable Preservation, explaining that the United States Department of Agriculture was willing to contribute the sum of \$1680. annually toward the salary of such a specialist.

Extension  
Specialist  
in Fruit and  
Vegetable  
Preservation

It was

VOTED: To accept the offer of the United States Department of Agriculture, as presented by Professor L.C. Corbett, of \$1680. toward the salary of an Extension Specialist in Fruit and Vegetable Preservation, for this year this to apply on the salary of Professor Chenoweth, thus releasing this amount of college funds, and that these funds which were released be used toward payment of the salary and expenses of W.R. Cole, of the Essex County Agricultural School, on part time on the basis suggested by Mr. Cole in a letter to Professor Sears dated October 4, 1918.

Director Hurd presented an amendment to the Extension Service item in the legislative budget for the ensuing year, bringing the aggregate to \$126,106.00. The President reported that Mr. Endicott and the Food Administration recommended asking the Legislature for the full amount, provided Lieutenant-Governor Coolidge favored it. The matter was left to Mr. Gleason and the President with power, after consulting with Mr. Coolidge. President Butterfield proposed the legislative budget which was referred to the Trustees with power. On motion, it was

Extension  
Service  
Legislative  
Budget

VOTED: To authorize the following legislative budget for 1919.



LEGISLATIVE BUDGET. DECEMBER 1, 1918 to NOVEMBER 30, 1919.

INCLUDING RECEIPTS FROM SALES. ETC.

|  |            |
|--|------------|
| 1. Administration.....   | \$40,000.  |
| 2. General Service.....  | 75,000.    |
| O. & M.    )   |            |
| Grounds.   )   |            |
| Infirmary)   |            |
| 3. Maintenance of Teaching Departments including<br>Market Garden Field Station..... | 146,000.   |
| 4. Instruction.....  | 118,000.   |
| 5. Short Courses.....  | 15,000.    |
| 6. Investigation.....  | 60,000.    |
| 7. Extension Service.....  | 116,656.   |
| 8. Replacements: Repairs and Replacements<br>and Equipment.....                      | 15,000.    |
|  | \$585,656. |
| 9. Reserve.--3% of above.....  | 17,599.    |
| TOTAL FOR MAINTENANCE.....   | \$604,255. |
| 10. Improvements and New Equipment.....  | 10,000.    |
| 11. Miscellaneous: Trustee Travel.....   | 900.       |
| Report.....  | 3,000.     |
| Feed Law.....  | 6,000.     |

Extension  
Service  
Legislative  
Budget



In view of the negotiations the President had already undertaken with Miss Skinner and the replies from various Trustees in regard to the matter, it was

VOTED: To leave the question of Miss Skinner's salary to the President with power.

Miss Skinner  
Salary

The President presented the Treasurer's request for an increase in Miss Strachan's salary to \$960.00 per year. No action was taken.

Miss Strachan  
Salary

It was

VOTED: To leave to the President with power the making of estimates for individual salary increases, to take effect during 1919 as a basis for an item of the legislative budget, this procedure being now required by law.

Individual  
Salary  
Increases

Committee adjourned.

K. L. Butterfield,  
Secretary.





MINUTES OF MEETING OF THE CHAIRMEN OF TRUSTEE COMMITTEES.

President's Office, M.A.C., October 23, 1917, at 8:30 A.M.

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The meeting was called to order by Mr. Charles A. Gleason.

PRESENT: Messrs. Gleason, Bowditch, Frost, Gerrett, Hosmer, (representing Mr. William Wheeler), Howe, and President Butterfield; Treasurer Kenney was also present.

The President reported that the Investigation Commission desires to meet a group of Trustees the latter part of November to discuss certain parts of its report, and it was agreed that the Chairmen of the Trustee Committees and Mr. Ellis represent the Trustees on this occasion, and that they meet at such time and place as may be designated by the Commission.

On motion of Mr. Bowditch, it was

VOTED: That it be the sense of this Committee that in 1918 all possible college land should be used for the production of food stuffs.

It was

VOTED: That a separate account be kept in 1918 for emergency planting, and that any profit accruing therefrom be applied to the respective departments in charge of the work.

On motion of Mr. Howe, it was

VOTED: To leave to the discretion of the President the granting of extra compensation to Professor A.K.Harrison for additional service rendered during the absence of Professor Waugh.

On motion of Mr. Bowditch, it was

VOTED: To leave to the discretion of the President the granting of extra compensation to Professor F.C.Sears and Professor W.P.B.Lockwood, who have served as Acting-Heads of the Divisions of Horticulture and Agriculture during the past year.

It was

VOTED: That the salary of Mr. Paul Serex, Jr., be at the rate of \$1650 per year from October 1, 1917 to August 31, 1918.





On motion of Mr. Bowditch, it was

VOTED: That the title of Mr. F.G.Merkle be that of Instructor in Agronomy, and that of H.M.Gore Assistant Professor of Physical Education.

On motion of Mr. Bowditch it was

VOTED: To authorize the Treasurer to purchase the so-called Tillson Farm, option on which is held at the price of \$4750., the purchase to be financed as follows: \$3650 from the land fund available for 1918; \$437 rent from the Experiment Station; \$663 from Trust Funds to be restored from current funds of the Experiment Station as offset for rent for 1919 and 1920.

On motion of Mr. Bowditch it was

VOTED: To authorize the Treasurer to insure the house on Mt. Toby, the premium to be paid from the income of certain trust funds.

It was

VOTED: To approve the following projects for improvements at the power plant as a separate item in addition to the budget for improvements and equipment not to exceed \$100,000:

|                             |           |
|-----------------------------|-----------|
| Coal handling apparatus,    | \$22,000. |
| Turbine house and equipment | 33,500.   |
| House for engineer,         | 4,500.    |

It was

VOTED: To omit from the legislative budget for 1918 an item for improvement of the steam lines.

VOTED: To include an item of \$12,000 for improvements at the dining hall in the \$100,000 budget for 1918.

Professors Chenoweth and Sears appeared before the Committee and presented their project for the establishment of a department of horticultural manufactures. After discussion and on motion of Mr. Frost, it was

VOTED: To include an item of \$3000 for equipment for a department of horticultural manufactures in the \$100,000 budget for 1918.

Professor Graham appeared before the Committee and presented a project for a poultry building, and on motion of Mr. Frost it was



VOTED: To include an item of \$7500 for a poultry building in the \$100,000 budget for 1918.

It was

VOTED: To include the following items in the \$100,000 budget for 1918; \$240 for a culvert in the ravine; \$6659 for a potting shed at the greenhouses.

VOTED: To omit the item of \$3500 for a young stock pasture.

Professor H. F. Thompson presented his projects for buildings and maintenance at the Market Garden Field Station, and on motion of the President it was

VOTED: To include an item for \$28,500 for additional buildings to be erected at the Market Garden Field Station and for maintenance of the station, this item to be presented as a separate bill.

Mr. E. Q. Cole, engineer for Stockbridge Hall, presented a report covering the settlement of the installation of a satisfactory fan in Stockbridge Hall, and it was

VOTED: To accept the terms of the American Blower Company, whereby a new fan will be installed, the College to pay one-half the expenses of certain items, the total expense to the College to be approximately \$150.

The complete list of items to be included in the legislative budget for 1918 is appended.

Meeting adjourned.

R. J. Watts

Clerk.



MEETING OF THE CHAIRMEN OF TRUSTEES' COMMITTEES.

Hotel Bellevue, Boston, at 5 p.m., May 11, 1916.

PRESENT: Messrs. Howe, Hosmer, Preston, and Gerrett;  
Mr. Ellis was also present, as well as  
President Butterfield.

Mr. Howe was named chairman pro tem.

President Butterfield outlined the situation that had developed by reason of the proposed investigation of the College by a special commission. He stated that if seemed advisable for the Faculty to carry forward, and if possible to bring to a conclusion, certain studies concerning the work and organization of the institution. He also thought that it would be well to anticipate as far as possible the information that the Commission would want. After discussion

It was

VOTED: As the sense of the Committee that the President be authorized to take such steps as seemed best to carry out the ideas suggested, and that he should feel authorized to employ any extra help that might be necessary.

The President presented a statement from Professor Brooks asking permission of the Trustees for an arrangement by which Mr. Gaskill could purchase a Ford car and use it in College business, provided the College would buy the gasoline, and that Mr. Gaskill might feel free to use this gasoline when he uses the car for private purposes.

Studies of  
work and  
organization  
of the  
College

Question of  
purchase of  
Ford car for  
Mr. Gaskill





It was

VOTED: As the sense of the Committee that, until the Trustees make some further general rule, it would be wise to allow only those arrangements for automobiles provided in the former Trustee vote, namely, a mileage allowance.

President Butterfield raised the question whether it was understood to be proper for him to charge automobile hire as well as livery service to the College, the same being considered a part of his salary allowance. It was agreed that such charges came within the arrangement by which the President was to have a private conveyance at the cost of the College.

Automobile  
hire for the  
President



Indexed

MINUTES OF MEETING OF CHAIRMEN OF TRUSTEE COMMITTEES

Hotel Bellevue, Boston, December 5, 1916, at 12 M.

PRESENT: Messrs Gleason, Bacon, Bowditch, Frost,  
Gerrett, Hosmer, Howe, Preston and  
William Wheeler.

It was

VOTED: To request that Mr. Hosmer prepare to send to Mr. George H. Ellis an expression of sympathy from the Trustees here assembled.

Note of  
sympathy to  
Mr. Ellis

In the absence of President Butterfield Mr. Watts presented certain memoranda relative to permanent financial support for the college. The definite plans as suggested by the President were considered and discussed in detail. The following objections were raised to Plan #1:

Plan for  
permanent  
financial  
support

1. Uncertainty of amount to be derived on this basis.
2. The title of "mill tax" is misleading and unfortunate in view of the fact that the proposed basis of taxation but a measure of the amount of money to be appropriated for the college.
3. No division of the amount is specified as between maintenance and permanent improvements.
4. It will probably be impossible to secure such legislation because of the prejudice against such a plan on the part of the Legislature.

The Trustees agreed that the amounts specified in the proposed bills presented were the minimum sums which should be asked for the proper development of the institution.

On motion of Mr. Bowditch it was

VOTED: To be the sense of the Trustees here assembled that the plan outlined in memorandum #1 would be ideal if feasible, but believing that it is not feasible the Trustees favor the plan outlined in memorandum #2.



The Trustees discussed the question of cooperation between the Board of Agriculture and the College, and considered the report submitted by the Joint Committee on Cooperation.

On motion of Mr. Bowditch it was

VOTED: That the Board of Trustees appoint a sufficient number of its members on the Committee on Cooperation to equal the number appointed by the Board of Agriculture.

Cooperation  
with Board of  
Agriculture

Committee on  
Cooperation

It was

VOTED: That if the Committee on Cooperation is enlarged, the Chairman of the Board of Trustees appoint the additional members necessary.

It was

VOTED: That in the opinion of the Trustees the following articles be approved in connection with the plans of cooperation between the College and the Board of Agriculture:

- I. All shows and exhibits at which prizes are offered to be under the auspices of the Board of Agriculture.
- II. The advertising of Massachusetts agriculture to be under the Board of Agriculture.
- III. The question of publications to be subject to agreement.

Agric. shows  
and exhibits

Advertising of  
Mass. Agriculture.

Publications

It was agreed to endorse the following articles defining the principles of cooperation between the Board and the College as formulated by the Committee on Cooperation:

Principles of  
cooperation

- I. The State Board of Agriculture and the Massachusetts Agricultural College are, or should be, regarded as public agencies, to be supported by public funds and to be subject to appropriate state control.
- II. The chief function of the State Board of Agriculture is administrative.
- III. The chief function of the state agricultural college is educational.

Public  
agencies

Bd. of Agric.  
administrative

College  
educational





- IV. There should be a standing Joint Committee on Cooperation and Adjustment, comprised of two or more members of the Board of Agriculture and a similar number from the Board of Trustees of the College, in addition to the Secretary of the Board and the President of the College.
- V. Memoranda of agreement. - There should be distinct written agreements on the form and method of division of labor in all cases where there is, in the opinion of either institution, any overlapping or duplication of work.
- VI. It is understood that in the matter of employment of members of the College staff as executive officers in the control or other work of the Board, there will be definite agreements between the Board and the College.

Joint Com. on  
Cooperation

Written  
memoranda of  
agreement

Employment of  
members of  
college staff  
as executive  
officers in  
work of the  
Board.

Meeting adjourned.





MINUTES OF THE MEETING OF THE CHAIRMEN OF TRUSTEES'  
COMMITTEES

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Hotel Bellevue, Boston, August 29, 1917.

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Present: Messrs. Ellis, Gerrett, Hosmer,  
Preston, William Wheeler, and  
President Butterfield.

Mr. Preston was elected Chairman pro tem.

President Butterfield raised a question in regard to keeping College open on legal holidays during the coming year, the question being important because of the shortening of the year.

Omission of  
class exer-  
cises on  
legal holi-  
days.

It was

VOTED: That the President should seek the opinion of the Attorney-General on the question whether, assuming that this is a state institution, we are obligated to omit class exercises on legal holidays.

The President asked the sense of the Committee concerning leaves of absence with pay for members of the staff drafted or volunteering for military service, for the period ante-dating the beginning of their military pay. No objection was raised and

Leaves of  
absence for  
members of  
the staff in  
military  
service.

It was

VOTED: To leave the matter to the discretion of the President.

It was also

VOTED: To accept Dr. Chamberlain's recommendation that Miss Fisher be allowed a month's vacation this summer without pay, in addition to such absences as she has had on account of illness in her family.

Vacation for  
Miss Fisher



It was the sense of the Committee that the meeting of the Trustees called for October 2 should be postponed to October 12, but it was

VOTED: To leave the matter to the President.

The President presented the request of Professor Hurd that he be allowed to give his time for substantially the next college year to service with the United States Department of Agriculture, and that Mr. A. D. Kilham be Acting Director of Extension Service during this period.

Leave of  
absence for  
Prof. Hurd  
for service  
with U.S.D.A.

It was

VOTED: To endorse the President's recommendation that Professor Hurd's request be granted, and to leave the salary questions involved to the full Board of Trustees.

The President stated that it was the conclusion of the Faculty that the College should ask for exemption of members of its staff who are under conscription in those cases where it seems clear that the work of the institution will be seriously crippled by the departure of the present incumbent. It was

Exemption  
Policy for  
members of  
the staff

VOTED: To concur in the principle thus stated.

The President stated also the difficulty under which the College labors in advising students concerning their future course, there being no class exemption for students, either as such or as prospective helpers in the agricultural field.

Military  
Policy for  
students

It was

VOTED: To authorize the President to take such steps in this matter as are, in his judgment, wise between this time and the meeting of the full Board of Trustees.



Indexed

MINUTES OF MEETING OF CHAIRMEN OF TRUSTEE COMMITTEES.

President's Office, M.A.C., October 23, 1917, at 8:30 a.m.

The meeting was called to order by Mr. Charles A. Gleason.

PRESENT: Messrs. Gleason, Bowditch, Frost, Gerrett, Hosmer (representing Mr. William Wheeler), Howe, and President Butterfield; Treasurer Kenney was also present.

The President reported that the Investigation Commission desires to meet a group of Trustees the latter part of November to discuss certain parts of its report, and it was agreed that the Chairmen of the Trustee Committees and Mr. Ellis represent the Trustees on this occasion, and that they meet at such time and place as may be designated by the Commission.

Meeting of  
Trustees  
with In-  
vestigation  
Commission

On motion of Mr. Bowditch, it was

VOTED: That it be the sense of this Committee that in 1918 all possible college land should be used for the production of food stuffs.

Use of  
College Land  
for Food  
Production

It was

VOTED: That a separate account be kept in 1918 for emergency planting, and that any profit accruing therefrom be applied to the respective departments in charge of the work.

Accounting  
for  
Emergency  
Planting

On motion of Mr. Howe, it was

VOTED: To leave to the discretion of the President the granting of extra compensation to Professor A.K. Harrison for additional service rendered during the absence of Professor Waugh.

Extra  
Compensation  
for Prof.  
Harrison

On motion of Mr. Bowditch, it was

VOTED: To leave to the discretion of the President the granting of extra compensation to Professor F.C. Sears and Professor W.P.B. Lockwood, who have served as Acting-Heads of the divisions of Horticulture and Agriculture during the past year.

Extra  
Compensation  
for Profs.  
Sears and  
Lockwood

It was

VOTED: That the salary of Mr. Paul Serex, Jr. be at the rate of \$1650. per year from Oct. 1, 1917 to Aug. 31, 1918.

Salary of  
Paul Serex





On motion of Mr. Bowditch, it was

VOTED: That the title of Mr. F.G.Merkle be that of Instructor in Agronomy, and that of H.M. Gore Assistant Professor of Physical Education.

Titles of  
Merkle and  
Gore

On motion of Mr. Bowditch, it was

VOTED: To authorize the Treasurer to purchase the so-called Tillson Farm, option on which is held at the price of \$4750., the purchase to be financed as follows: \$3650. from the land fund available for 1918; \$437. rent from the Experiment Station; \$663. from Trust Funds to be restored from current funds of the Experiment Station as offset for rent. for 1919 and 1920.

Purchase  
of  
Tillson Farm

On motion of Mr. Bowditch, it was

VOTED: To authorize the Treasurer to insure the house on Mt. Toby, the premium to be paid from the income of certain trust funds.

Insurance of  
house on  
Mt. Toby

It was

VOTED: To approve the following projects for improvements at the power plant as a separate item in addition to the budget for improvements and equipment not to exceed \$100,000.:

Power  
Plant  
Improvements  
& Equipment

|                                  |           |
|----------------------------------|-----------|
| Coal handling apparatus, - - - - | \$22,000. |
| Turbine house and equipment, - - | 33,500.   |
| House for engineer, - - - - -    | 4,500.    |

It was

VOTED: To omit from the legislative budget for 1918 an item for improvement of the steam lines.

VOTED: To include an item of \$12,000. for improvements at the dining hall in the \$100,000. budget for 1918.

Dining Hall  
Improvements

Professors Chenoweth and Sears appeared before the Committee and presented their project for the establishment of a department of horticultural manufactures. After discussion and on motion of Mr. Frost, it was

Establish-  
ment of  
Department  
of Horticul-  
tural  
Manufactures

VOTED: To include an item of \$3000. for equipment for a department of horticultural manufactures in the \$100,000. budget for 1918.

Professor Graham appeared before the Committee and presented a project for a poultry building, and on motion of



Mr. Frost, it was

VOTED: To include an item of \$7500. for a poultry building in the \$100,000. budget for 1918.

Poultry  
Building

It was

VOTED: To include the following items in the \$100,000. budget for 1918: \$240. for a culvert in the ravine; \$6659. for a potting shed at the greenhouse;

Improvements in  
Ravine and  
greenhouse

VOTED: To omit the item of \$3500. for a young stock pasture.

Young  
stock pasture

Professor H. F. Thompson presented his projects for buildings and maintenance at the market garden field station, and on motion of the President it was

Buildings  
and Maintenance of  
Market Garden  
Field Station

VOTED: To include an item for \$28,500. for additional buildings to be erected at the market garden field station and for maintenance of the station, this item to be presented as a separate bill.

Mr. E. Q. Cole, engineer for Stockbridge Hall, presented a report covering the settlement of the installation of a satisfactory fan in Stockbridge Hall, and it was

Installation  
of new fan  
in Stock-  
bridge Hall

VOTED: To accept the terms of the American Blower Company, whereby a new fan will be installed, the College to pay one-half the expenses of certain items, the total expense to the College to be approximately \$150.

The complete list of items to be included in the legislative budget for 1918 is appended.

Legislative  
Budget

Meeting adjourned.

R.J. Watts,  
Clerk.



K. L. 1

MINUTES OF THE MEETING OF THE CHAIRMEN OF TRUSTEES' COMMITTEES.

City Club, Boston, Mass., June 20, 1918 at 6:30 p.m.

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PRESENT: Messrs. Gleason, presiding, Bowditch, Ellis, Gerrett, Howe, Preston, Richardson, William Wheeler and President Butterfield; Treasurer Kenney was also present.

The President reported on the resignation of Dr. Burton N. Gates. In the discussion which followed, it was the general opinion that the bees should be kept, but that other expenses for the Department of Beekeeping should be reduced to the lowest possible terms.

On motion of Mr. Howe, it was

VOTED: That the assignment of funds available for improvements and equipment in 1918 be left to a committee consisting of Mr. Gerrett, Mr. Ellis, the President and Treasurer.

The President reported on the general coal situation as it affects the college. It was the general opinion that this problem should be carefully considered with a view to being prepared to meet such an emergency as may arise during the next year due to coal shortage.

There were presented summaries of institutional finances for the six months ended May 31, 1918, and also of the salary accounts for instruction and administration.

The President reported that Dean Lewis had been asked to go to France for a year for service in the Y.M.C.A. After discussion, and on motion of Mr. Bowditch, it was

VOTED: That it be the sense of this Committee that Dean Lewis be granted a leave of absence for one year for Y.M.C.A. work in France and that details as to salary of Dean Lewis during his absence and of a supply for his work at college, be left to the President with power.





The President discussed the question of a successor to Dr. Brooks as Director of the Experiment Station.

The question of proceeding with the development of Women's Work at the college was discussed and on motion of Mr. Bowditch, it was

VOTED: To authorize the president to continue his search for a Dean of women and to present a recommendation relative to the same at a later date.

The President discussed the short course problem, including the appointment of a competent Director. On motion of Mr. Bowditch, it was

VOTED: That the question of the development of short courses and the appointment of a director to organize these be left to the President and the Chairman of the Trustees' Committee on Course of Study and Faculty with power.

VOTED: To authorize the President to make such an adjustment with respect to additional clerical assistance in the President's office as he considers desirable.

On motion of Mr. Howe, it was

VOTED: To leave to the President with power the immediate adjustment of salaries of Professors Earl Jones and A.B. Beaumont.

On motion of Mr. Ellis, it was

VOTED: To postpone indefinitely the construction of the greenhouse at the Market Garden Field Station provided for by the Legislature of 1918.

The President explained the situation with respect to the state appropriation for maintenance for 1919.

On motion of the President, it was

VOTED: To request the Secretary of the Board to call a special meeting of the Trustees at Amherst for October 2, 1918 to consider the financial estimates for 1918-1919.

Meeting adjourned at 9:30 p.m.

Ralph J. Watts, Clerk.















